



COMMISSIONER BOARD MEETING

SEPTEMBER 14, 2023

5:30 PM

SRFR STATION 31 TRAINING ROOM

VIA BLUEJEANS

SNOHOMISH REGIONAL FIRE & RESCUE

WASHINGTON



AGENDA





BOARD OF FIRE COMMISSIONERS MEETING AGENDA SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room/ Via Zoom
163 Village Court, Monroe, WA 98272
September 14, 2023, 1730 hours

CALL TO ORDER

PUBLIC COMMENT

UNION COMMENT

CHIEF'S REPORT

COMMISSIONER REPORTS:

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	8/22/23	9/26/23	No
Finance	Elmore	8/23/23	9/28/23	No
Post-Employment Medical	Elmore	9/8/22		
Citizen's Advisory	TBD			
Sno911	Waugh	8/17/23	9/20/23	No
Sno Isle Commissioners	Fay	9/7/23	10/5/23	Yes
Leadership Meeting	Schaub	7/19/23	10/25/23	No
Policy Committee	Schaub	9/14/23	10/12/23	Yes

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 23-02050 to 23-02166; (\$697,427.79)

AP Vouchers: 23-02167 to 23-02319; (\$2,443,376.09)

Approval of Payroll

August 31, 2023 (\$1,219,292.15)

Approval of Minutes

Approve Regular Board Meeting Minutes – August 23, 2023

OLD BUSINESS

Discussion

**Action**

Admin Building Lease

Resolution 2023-8: Three (3) New Ambulance Chassis Commitment

NEW BUSINESS**Discussion**

Policy Review

2nd Quarter Finance Report

CERT MOU

Stryker Remount Power Load RAB

Action

Resolution 2023-9: Date change of regular Board Meeting

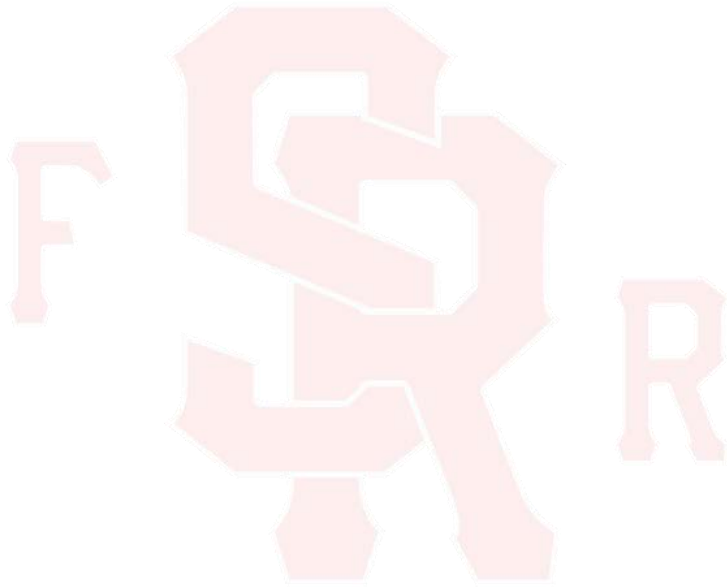
GOOD OF THE ORDER**ATTENDANCE CHECK**

Regular Commissioner Meeting September 28, 2023, at 1730 - Station 31 Training Room/Zoom

EXECUTIVE SESSION**ADJOURNMENT**



CHIEF'S REPORT





SNOHOMISH REGIONAL FIRE & RESCUE

Thursday, September 14, 2023

Mission:

Save Lives, Protect Property, Safeguard the Environment, and Take Care of People

Vision:

We will be a proactive regional emergency services leader by partnering to provide safe communities for people to live, work and explore.

Guiding Values:

Respect, Accountability, Integrity, Teamwork, Service

OPERATIONS

Significant Alarms

Brush Fire

On August 18th, units from Monroe responded to a grass fire. E31 was initially dispatched as a single engine, but they received reports from an on-scene Monroe Police Officer that this was a working grass fire. It was upgraded to a Brush Fire response which added B31, E32, BR33 and A31. Units arrived to find a 50 x 50 grass fire near Chain Lake and Tjerne Street. Crews quickly established a water supply and contained the fire. FM71 was dispatched for investigation and follow-up. Great job by all involved crews and Monroe Police!

Church Fire

On August 25th, units responded to a report of a church fire on Paradise Lake Road. Units arrived to find a large, single-story church, with advanced fire conditions. Command was established and units operated in the defensive strategy. The fire was controlled using two aerial master streams, L71 and King County L131, and multiple defensive handlines. The fire is under investigation by the Snohomish County Fire Marshal's office.

Water Rescue

On August 27th, SRFR crews were dispatched to a Water Rescue call for a possible drowning. The units arrived to find the victim out of the water, with a citizen performing CPR. Access was difficult due to a steep slope, but crews quickly took over patient care and CPR. Crews established breathing and a heartbeat, and the patient was transported to Evergreen Health Monroe.

Fire Suppression / Special Operations

Evergreen State Fair

The 2023 Evergreen State Fair ran from August 24th through September 4th. Overall, the fair was successful and the Aid Station was staffed appropriately for the duration of the fair. To



accommodate the increased call volume created by the fair, A31 was staffed over both weekends. The attendance for the 2023 fair was down slightly from 2022. Great job to all on another successful year at the Evergreen State Fair!

Fair Aid Station numbers: 14 transports from the fairgrounds; 12 ALS and 2 BLS. 1 of the transports was a fairgrounds related injury, a 9-year-old female with a broken leg from the large slide in Kiddy Land, 40 bee stings and lots of band aids!

High Angle Rescue

On Sunday, September 3rd at 9:30 PM units from the East Battalion were dispatched to a High Angle Rescue on Horizon Way. The units arrived to find a 23-year-old female who had slipped down a 70' embankment. Crews created an anchor and accessed the patient using a rope system. The patient was loaded into a stokes basket and secured, then the crew used a rope raising system to get her up the embankment. The patient had a sprained ankle and was left in the care of her father. Great job by the crews involved!

Emergency Medical Services

Snohomish County EMS QA Committee

Paramedic Christian Wigington also stepped up and will be joining the SCEMS QA Committee. Dr. Keay was excited to hear of this addition and looks forward to working with our members!

Ballistic Vest Committee

The Ballistic Vest Committee is meeting with sales reps this month. The committee has done an impressive amount of research regarding pricing and protection levels. Keep up the good work!

Standardization

MSO Aamold has been working with Central Welding to standardize how we receive and distribute O2 at SRFR. This project is nearly complete and will create consistency across the battalions.

MSO Rouse has been working with Stericycle to standardize how SRFR processes our red biohazard bins. We believe we have found a straightforward and safe solution.

Medic Students

All four of our members attending CWU are back at SRFR and finishing up their program. We expect them to hit the streets as soon as their return-to-work training is complete and paperwork is done. We are excited to have them back!

Firefighter Oleg Mikhaylov starts training at Harborview this week. Congratulations!



Training & Safety

Snohomish County Fire Training Academy

Snohomish Regional Fire & Rescue will be sending 3 company officers and 13 recruits to the Fire Training Academy held in Stanwood at the new North County Training Facility starting September 18th. Our 3 company officers are Chad Squire, Joeseph Virnig, and Chris Robertson.

SUPPORT SERVICES

Community Relations

On August 23rd, multiple SRFR firefighters participated in the Nick of Time Foundation's heart/wellness check at Lake Stevens High School. Our firefighters helped to screen 216 students!

On August 23rd, PIEO King and PIEO Mongillo hosted a booth at the Lake Stevens Farmers Market at North Cove Park in Lake Stevens. Residents who stopped by our booth learned about our fire district, our upcoming levy lid lift, our open houses, and about water safety.

The Evergreen State Fair kicked off on August 24th. PIEO Mongillo, DFM Bowen, and SRFR crews participated in the Monroe Fair Days Parade with the Pirsch Fire Engine, Ladder 71, and Boat 31.

On August 29th, PIEO Mongillo and PIEO King taught Hands Only CPR at the Monroe Senior Center. Attendees learned about how to do compressions, how to use an AED, and the difference between cardiac arrest and a heart attack. The following week, PIEO King taught an Aging in Place class to 20 seniors at Holy Cross Catholic Church in Lake Stevens. Attendees learned about home fire safety, falls prevention, and medication safety.

The PIEOs, along with Battalion Chief Shevlin, Lieutenant Stablein, Driver/Operator Norris, and Firefighter Kerr attended the Monroe Back to School Resource Fair on August 30th. In addition to giving tours of Ladder 71, we fit and distributed over 300 bike helmets to students in preparation for the school year. The event was hugely successful with over 1000 attendees!

On September 9th the PIEOs hosted a booth at the Monroe Equity Council's Belonging Day celebration. Residents who stopped by our booth learned about our fire district, our upcoming levy lid lift, our open houses, and about fire safety.

Adult & Senior Safety Classes YTD: 12

Upcoming Community Events:

- September 15th Serving Dinner at Monroe Senior Center
- September 28th Woodside Elementary Back to School Event



- October 9th Small Open Houses at Station 71 and Station 81
- October 14th Open House at Station 31

Social Media Snapshot: August 17 – September 6

- Followers 18,935 + 198 New Followers
- Published Posts 29
- Impressions 154,348

External Media:

- Fox 13 – Red Card Training. **It's just a matter of time: Crews training to battle wildfires in western Washington.** <https://www.fox13seattle.com/news/its-just-a-matter-of-time-firefighters-training-to-battle-wildfires-in-western-washington>
- KING – Red Card Training. **New firefighting recruits train as wildfire seasons grow longer and hotter.** <https://www.king5.com/article/news/local/wildfire/new-firefighting-recruits-train-as-wildfire-seasons-grow-longer-hotter/281-e2499a6b-986a-4f59-909a-d62baea83c05>
- KOMO – Red Card Training. **Wildland firefighters undergo training in Snohomish County amid high wildfire risk.** <https://komonews.com/news/local/wildfire-wildland-fire-training-firefighters-get-red-card-training-snohomish-county-washington-regional-fire-and-rescue-crews-incident-qualification-card-ready-set-go-evacuation-plan-fires-pacific-northwest-washington-state>
- KOMO – Dump Truck Rollover - **Dump truck rollover prompts closure after soil spills onto roadway in Snohomish.** <https://komonews.com/news/local/snohomish-regional-fire-and-rescue-first-responders-county-dump-truck-spilled-soil-load-downs-road-crews-local-hospital-condition-traffic-disruptions-washington-state-law-enforcement>
- KIRO – Dump Truck Rollover **Crashed dump truck spills dirt across Snohomish road.** <https://www.kiro7.com/news/north-sound-news/crashed-dump-truck-spills-dirt-across-snohomish-road/HKSV4YYEXVE3PDPIX5D5YIFAAM/>

Internal Media:

- Bothell Brush Fire
- Stage 2 Burn Ban
- Red Card Training
- Rescue Training – Bernethy Pictures
- Job Postings
- School Bus Safety



- E77 Car Fire Rainbow – Thanks Lieutenant Squire
- Burn Ban Downgraded
- Labor Day
- Dump truck Rollover
- Monroe School Resource Fair

Office of the Fire Marshal

On August 18th FM71 responded to a fire in the area of Chain Lake Road and Tjerne Place at the request of incident command. The fire was a 50' x 50' brush and grass fire in a water detention pond adjacent to a walking path between Lowes and the Alfys shopping center. The cause of the fire is undetermined after investigation.

On September 7th FM71 responded to a fire off of 112th PI NE in Lake Steves for an exterior structure fire with extension to the interior of the home. SRFR Fire Marshals determined that the fire originated at a primary electrical breaker panel adjacent to the PUD meter panel outside the home and was caused by electrical arching from the main power supply wiring shorting out to the junction panel box it was housed in. There were no injuries to home occupants, pets, or firefighters at the incident.

Thank you to all SRFR team members for your hard work and dedication each day!

Take care and stay safe,
Kevin O'Brien, Fire Chief



COMMISSIONER REPORTS





CONSENT AGENDA



Snohomish Regional Fire and Rescue Claims Voucher Summary

08/29/2023

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
23-02150	AFLAC		591.44
23-02151	DEPARTMENT OF RETIREMENT SYSTEMS		421,164.74
23-02152	FIRE 7 FOUNDATION		630.00
23-02153	FIREPAC		1,070.28
23-02154	GENERAL TEAMSTERS UNION LOCAL 38		1,890.00
23-02155	HRA VEBA TRUST		57,457.50
23-02156	IAFF LOCAL 2781		33,346.64
23-02157	IAFF LOCAL 2781 PAC		940.00
23-02158	IAFF LOCAL 2781 RFA		1,107.50
23-02159	MATRIX TRUST COMPANY		19,662.25
23-02160	PAID FAMILY & MEDICAL LEAVE		27,929.15
23-02161	TD AMERITRADE INSTITUTIONAL		388.50
23-02162	VOYA INSTITUTIONAL TRUST CO		97,234.23
23-02163	WASHINGTON STATE SUPPORT REGISTRY		279.25
23-02164	WASHINGTON STATE SUPPORT REGISTRY		350.00
23-02165	WSCFF FASTPAC		911.31
23-02166	WSCFF-EMP BENEFIT TRUST		32,475.00

Page Total 697,427.79

Cumulative Total 697,427.79



Snohomish Regional Fire & Rescue, WA

Docket of Claims Register

APPKT01406 - 09.14.23 Board Meeting ER

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0020	AIR EXCHANGE, INC	91610427	Exhaust Systm Srvc (Safety discnt Hndl	Invoice	08/30/2023	Exhaust Systm Srvc (Safety discnt Hndl	001-507-522-50-48-00	1,380.00
0028	ALL BATTERY SALES AND SERVI	724843	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	976.97
1503	ALLSTREAM BUSINESS US, INC	19729008	Phone/Fax/Alarm Lines Connectn Srvc:	Invoice	08/01/2023	Phone/Fax/Alarm Lines Connectn Srvc:	001-513-522-50-42-01	405.48
1503	ALLSTREAM BUSINESS US, INC	19819000	Phone/Fax/Alarm Lines Connectn Srvc:	Invoice	09/01/2023	Phone/Fax/Alarm Lines Connectn Srvc:	001-513-522-50-42-01	79.60
1503	ALLSTREAM BUSINESS US, INC	19825903	Fire Alarm Phone Lines/Connection Se	Invoice	09/03/2023	Fire Alarm Phone Lines/Connection Se	001-513-522-50-42-01	146.99
1503	ALLSTREAM BUSINESS US, INC	19726086	Fire Alarm Phone Lines/Connection Se	Invoice	08/01/2023	Fire Alarm Phone Lines/Connection Se	001-513-522-50-42-01	256.73
1503	ALLSTREAM BUSINESS US, INC	19814344	Fire Alarm Phone Lines/Connection Se	Invoice	09/01/2023	Fire Alarm Phone Lines/Connection Se	001-513-522-50-42-01	288.00

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
2106	AMAZON CAPITAL SERVICES, INC	23-02174					3,349.90
	114D-391P-CDWJ	Yellow Jacket Extra Hvy Dty 100 Ft Ext	Invoice	08/15/2023	Yellow Jacket Extra Hvy Dty 100 Ft Ext	001-507-522-50-35-00	114.48
	11TN-DT3C-6QDK	Boot & Glove Dryer Warmer (x2) - ST3	Invoice	08/14/2023	Boot & Glove Dryer Warmer (x2) - ST3	001-504-522-20-35-00	153.14
	13HL-XRKK-JJX7	Flourescent Bulbs 13watt (x2) - ST71	Invoice	08/29/2023	Flourescent Bulbs 13watt (x2) - ST71	001-507-522-50-31-00	46.90
	13TC-4MK9-M1YX	Shop Parts	Invoice	09/07/2023	Shop Parts	050-511-522-60-34-01	85.08
	13XQ-CCYT-TD6Q	Leather Cleaner & Conditioner for Furr	Invoice	08/07/2023	Leather Cleaner & Conditioner for Furr	001-507-522-50-31-00	21.48
	147X-6DDF-WCRN	20ft Flr Strip,TPDisp2pk,ClnEraser, Clea	Invoice	08/13/2023	20ft Flr Strip,TPDisp2pk,ClnEraser, Clea	001-507-522-50-48-00	14.85
						300-507-522-50-47-00	84.14
	14M4-NNRJ-L693	Liquid Ant Killer Bait 12Pk - ST72	Invoice	08/21/2023	Liquid Ant Killer Bait 12Pk - ST72	001-507-522-50-31-00	14.17
	16LP-6KXD-PXW4	Expanding File Pocket Folders 48Pk (AF	Invoice	08/22/2023	Expanding File Pocket Folders 48Pk (AF	001-502-522-10-31-00	67.97
	1763-VTP4-X3PD	Contour Instant Hot Wtr Faucet - Admi	Invoice	08/13/2023	Contour Instant Hot Wtr Faucet - Admi	001-507-522-50-48-00	41.08
						300-507-522-50-47-00	232.77
	17P7-FKJM-M4WL	Bastard Cut, American Pattern Mill File	Invoice	08/22/2023	Bastard Cut, American Pattern Mill File	001-504-522-20-35-00	41.22
	19YN-HW76-L9C9	Cotton Hand Towels 24Pk 16x27 - ST72	Invoice	08/21/2023	Cotton Hand Towels 24Pk 16x27 - ST72	001-507-522-50-31-00	46.93
	1CHW-97XP-YPCF	Stainless Steel Bearing Balls - E82	Invoice	08/31/2023	Stainless Steel Bearing Balls - E82	001-504-522-20-48-02	6.69
	1DPY-WNVH-61C4	Brass Swivel Eye Hook Clip	Invoice	08/19/2023	Brass Swivel Eye Hook Clip	001-507-522-50-35-00	10.78
	1FVG-LFHR-NFKW	Knee Compression Sleeve (x12) - Recru	Invoice	08/22/2023	Knee Compression Sleeve (x12) - Recru	001-506-522-45-31-03	463.28
	1GGC-1CPN-WTJW	Personalized Aluminum Custom Signs -	Invoice	08/31/2023	Personalized Aluminum Custom Signs -	001-507-522-50-35-00	98.18
	1H3V-476W-LXWG	Advil Pain Relievr (x2), Tylenol Pain Rel	Invoice	08/17/2023	Advil Pain Relievr (x2), Tylenol Pain Rel	001-509-522-30-31-01	59.92
	1K7Y-61C1-6PKK	Microfbr Cleaning Cloth (x2) - ST74	Invoice	08/14/2023	Microfbr Cleaning Cloth (x2) - ST74	001-507-522-50-31-00	36.24
	1KN4-JPFK-F1HW	Bee Traps,Bug Spray (Pest Cnrtl) - ST73	Invoice	08/28/2023	Bee Traps,Bug Spray (Pest Cnrtl) - ST73	001-507-522-50-31-00	34.83
	1L1X-919T-RG7P	Shop Parts	Invoice	08/30/2023	Shop Parts	050-511-522-60-34-01	181.59
	1LM3-DFYD-YK3K	Mobile Desk, Laptop Ergonomic Stand	Invoice	08/31/2023	Mobile Desk, Laptop Ergonomic Stand	001-507-522-50-35-00	114.16
	1LYM-XXXV-RYYY	Shop Parts	Invoice	09/04/2023	Shop Parts	050-511-522-60-34-01	155.76
	1MHH-Y9QT-RRQ1	Security Latch Lock/Combination - Adn	Invoice	08/26/2023	Security Latch Lock/Combination - Adn	001-507-522-50-35-00	23.73
	1ML1-KT7W-RTYY	Carburetor Leaf Blower, Ign coil Sprk P	Invoice	08/12/2023	Carburetor Leaf Blower, Ign coil Sprk P	001-507-522-50-35-00	34.86
	1ML3-KPCL-77FF	Boot & Glove Dryer Warmer - ST31	Invoice	08/14/2023	Boot & Glove Dryer Warmer - ST31	001-504-522-20-35-00	75.52
	1P6X-VYVL-RN9P	Bronze Flag Pole Clips for Rope 4pk (x3	Invoice	08/12/2023	Bronze Flag Pole Clips for Rope (Multi)	001-507-522-50-48-00	168.27
	1PDD-1HTW-N47V	9 Piece Document Folder Multi Color (:	Invoice	08/30/2023	9 Piece Document Folder Multi Color (:	001-502-522-10-31-00	51.78
	1RGV-DM7V-W3RY	IPhone Case (Replacement)(x14) - IT	Invoice	08/26/2023	IPhone Case (Replacement)(x14) - IT	001-513-522-10-35-00	192.80
	1RXY-RFYT-FVL7	Workout Fitness Band - ST77	Invoice	08/24/2023	Workout Fitness Band - ST77	001-510-522-20-31-01	33.86
	1V6Y-RJWF-6R6M	Dixon Gauge w/Carrying Case - Trainin	Invoice	08/23/2023	Dixon Gauge w/Carrying Case - Trainin	001-506-522-45-35-00	324.11
	1VR7-7NHH-RMQM	Pre-Filled Map Pro Gas Torch Cylinder	Invoice	08/17/2023	Pre-Filled Map Pro Gas Torch Cylinder	001-507-522-50-31-00	38.05
	1VYG-N34X-7Q49	18 Gauge Narrow Crown Staples (Train	Invoice	08/23/2023	18 Gauge Narrow Crown Staples (Train	001-506-522-45-31-03	40.50
	1WTY-GGRF-NH1V	Heavy Duty Eye Hooks 10pk (x6) - ST71	Invoice	08/17/2023	Heavy Duty Eye Hooks 10pk (x6) - ST71	001-507-522-50-35-00	64.68
	1Y9J-FP9V-9K3M	Cosori Air Fryer Replacement Basket - :	Invoice	08/09/2023	Cosori Air Fryer Replacement Basket - :	001-507-522-50-35-00	26.96
	1YNR-WMK6-L3TP	Whisk 3pk,Forks,MixBwl,Msr Cup,Zipl(Invoice	08/25/2023	Whisk 3pk,Forks,MixBwl,Msr Cup,Zipl(001-507-522-50-35-00	139.44
	1YVP-HYXH-L9PW	Index Cards 5pk of 100 - Stock ST74	Invoice	08/29/2023	Index Cards 5pk of 100 - Stock ST74	001-507-522-50-31-00	9.70
0040	ARAMARK UNIFORM SERVICES	23-02175					157.94
	6560247781	Shop Supplies/Uniform Rental/Laundrn	Invoice	08/24/2023	Shop Supplies/Uniform Rental/Laundrn	050-511-522-60-41-04	77.98
	6560255511	Shop Supplies/Uniform Rental/Laundrn	Invoice	09/07/2023	Shop Supplies/Uniform Rental/Laundrn	050-511-522-60-41-04	79.96

Docket of Claims Register

APPKT01406 - 09.14.23 Board Meeting ER

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
1523	AT&T MOBILITY LLC 287289300744X08162023	23-02176 Test Modem Data Plan	Invoice	08/08/2023	Test Modem Data Plan	001-513-522-10-42-00	46.72 46.72
0058	BICKFORD MOTORS INC. 1254271 1254610 1255167 1255292 1255381 1255506 1255689 1255838 CM1253670A	23-02177 Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts	Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Credit Memo	08/25/2023 08/16/2023 08/25/2023 08/29/2023 08/28/2023 08/29/2023 08/31/2023 09/05/2023 08/09/2023	Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01	555.41 98.85 289.37 115.53 98.85 56.70 138.85 14.09 16.67 -273.50
2152	BK INDUSTRIES & SOLUTIONS INC 1023	23-02178 Janitorial Monthly Services - DCYF,Adm	Invoice	09/01/2023	Janitorial Monthly Services - Admin Su Janitorial Monthly Services - DCYF	001-507-522-50-41-00 300-507-522-50-41-00	2,879.08 889.25 1,989.83
0068	BRAD TALLEY AUG2023	23-02179 EMS Servcs Contract: Medical Supervis	Invoice	09/01/2023	EMS Servcs Contract: Medical Supervis	001-509-522-20-41-02	4,000.00 4,000.00
0070	BRAKE & CLUTCH SUPPLY INC 121970	23-02180 Shop Parts	Invoice	08/21/2023	Shop Parts	050-511-522-60-34-01	34.73 34.73
0073	BRAUN NORTHWEST INC 34844	23-02181 Shop Parts	Invoice	08/31/2023	Shop Parts	050-511-522-60-34-01	243.31 243.31
1909	BRAVO ENVIROMENTAL NW INC 71343	23-02182 Storm Water Drain Maintenance - ST8:	Invoice	07/31/2023	Storm Water Drain Maintenance - ST8:	001-507-522-50-48-00	1,958.39 1,958.39
1816	BRIAN KEES INV10137	23-02183 Per Diem Reimb. (IAWRP 2023 Annual	Invoice	06/28/2023	Per Diem Reimb. (IAWRP 2023 Annual	001-506-522-45-43-00	265.50 265.50
0095	CENTRAL SUPPLY INTERNATIONAL/ 1816 1829	23-02184 Shop Parts Shop Parts	Invoice Invoice	06/29/2023 08/07/2023	Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01	558.96 389.55 169.41
0096	CENTRAL WELDING SUPPLY RN10222224 SP912094 SP912130	23-02185 Oxygen Cylinder Rental (Inventory) Oxygen Cylinder Exchange/Re-Fill (x9) Oxygen Cylinder Exchange/Re-Fill (x4)	Invoice Invoice Invoice	10/31/2022 08/17/2023 08/24/2023	Oxygen Cylinder Rental (Inventory) Oxygen Cylinder Exchange/Re-Fill (x9) Oxygen Cylinder Exchange/Re-Fill (x4)	001-509-522-20-45-00 001-509-522-20-45-00 001-509-522-20-45-00	521.34 254.83 186.99 79.52
0099	CHAMPION BOLT & SUPPLY INC 767933	23-02186 Shop Supplies	Invoice	08/23/2023	Shop Supplies	050-511-522-60-31-05	188.58 188.58

Docket of Claims Register

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Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0101	CHINOOK LUMBER 1959844	23-02187 Douglas Fir Lum(Ladder Chocks) Eng&l	Invoice	08/16/2023	Douglas Fir Lum(Ladder Chocks) Eng&l	001-504-522-20-31-01	5,948.71 34.70
	1959849	Lumber/OSB Sheating (Ventilation Pro	Invoice	08/16/2023	Lumber/OSB Sheating (Ventilation Pro	001-506-522-45-31-03	1,772.19
	1959890	Lumber/OSB Sheating (Vent Prop) - ST	Invoice	08/16/2023	Lumber/OSB Sheating (Vent Prop) - ST	001-506-522-45-31-03	1,777.58
	1962012	Primed Whitewd Lumbe(Ventilation Di	Invoice	08/23/2023	Primed Whitewd Lumbe(Ventilation Di	001-506-522-45-31-03	497.89
	1964122	Lumber Supply & Materials (Vent. Drill	Invoice	08/30/2023	Lumber Supply & Materials (Vent. Drill	001-506-522-45-31-03	42.20
	1964531	Oriented Strand Board (OSB) Ventil Prc	Invoice	08/31/2023	Oriented Strand Board (OSB) Ventil Prc	001-506-522-45-31-03	1,824.15
0103	CHMELIK SITKIN & DAVIS P.S. 118234	23-02188 Monthly Attorney Services (July2023)	Invoice	07/31/2023	Monthly Attorney Services (July2023)	001-512-522-10-41-03	1,172.00 1,172.00
0531	CHRISTENSEN, INC 0458037-IN	23-02189 Shop Parts	Invoice	07/14/2023	Shop Parts	050-511-522-60-34-01	5,680.26 306.91
	0466397-IN	Shop Parts	Invoice	08/10/2023	Shop Parts	050-511-522-60-34-01	5,373.35
2249	CITY OF ELLENSBURG 312036 112003-AUG23	23-02190 Electricity & Stormwater-Progrm Hous	Invoice	08/21/2023	Electricity & Stormwater-Progrm Hous	001-506-522-45-49-37	72.17 72.17
2041	CLARIS INTERNATIONAL INC 5798963	23-02191 Claris FileMaker Pro 1 year renewal	Invoice	08/24/2023	Claris FileMaker Pro 1 year renewal	001-513-522-10-49-04	1,082.07 1,082.07
0112	CLEARFLY COMMUNICATIONS INV538518	23-02192 Phone/Fax Services - Admin Bldg, ST 3	Invoice	09/01/2023	Phone/Fax Services - Admin Bldg, ST 3	001-513-522-50-42-01	753.54 753.54
0121	COGDILL NICHOLS REIN WARTEL 26100.39M15	23-02193 Labor Union Attorney Services	Invoice	08/30/2023	Labor Union Attorney Services	001-512-522-10-41-00	4,334.10 4,334.10
0125	COLUMBIA SOUTHERN UNIVERSI 311824082423	23-02194 Tuition - J. Elredge - PHI 1301 Critical T	Invoice	09/05/2023	Tuition - J. Elredge - PHI 1301 Critical T	001-506-522-45-49-10	764.00 764.00
0126	COMCAST ST77-SEPOCT23	23-02195 Internet Services - ST 77	Invoice	08/26/2023	Internet Services - ST 77	001-513-522-50-42-01	316.95 316.95
0126	COMCAST ST72-SEPOCT23	23-02196 Internet Services - ST 72	Invoice	08/27/2023	Internet Services - ST 72	001-513-522-50-42-01	306.71 306.71
0126	COMCAST ST32-SEPOCT23	23-02197 Internet Services - ST 32	Invoice	08/25/2023	Internet Services - ST 32	001-513-522-50-42-01	316.73 316.73
0127	COMDATA INC. 20392756	23-02198 Apparatus Fuel	Invoice	09/01/2023	Apparatus Fuel - EMS Apparatus Fuel - Suppression	001-509-522-20-32-00 001-504-522-20-32-00	2,968.66 1,484.33 1,484.33
0459	CONWAY SHIELDS 0510735	23-02199 6-PP Pasport (x12), LA-PP (x12), (Whiti	Invoice	08/10/2023	6-PP Pasport (x12), LA-PP (x12), (Whiti	001-504-522-20-31-10	414.50 414.50
2248	CREATION ORGANICS, LLC 2833	23-02200 Throw & Go Professional Spill Absorbe	Invoice	08/04/2023	Throw & Go Professional Spill Absorbe	001-504-522-20-31-01	2,149.13 2,149.13
0138	CRESSY DOOR COMPANY, INC 180527	23-02201 Bay Door Svc Call(Prev.Labor/SpecI Spr	Invoice	01/10/2023	Bay Door Svc Call(Prev.Labor/SpecI Spr	001-507-522-50-48-00	4,900.49 4,251.75
	180529	Bay Door Service Call (Hinges/Stem Ro	Invoice	01/10/2023	Bay Door Service Call (Hinges/Stem Ro	001-507-522-50-48-00	648.74

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0139	CROSS VALLEY WATER DISTRICT 3091134	23-02202 Water - ST 33	Invoice	08/31/2023	Water - ST 33	001-507-522-50-47-02	935.63 935.63
0139	CROSS VALLEY WATER DISTRICT 3091132	23-02203 Water - ST 71	Invoice	08/31/2023	Water - ST 71	001-507-522-50-47-02	723.53 723.53
0139	CROSS VALLEY WATER DISTRICT 3091133	23-02204 Water - ST 74/Logistics Bldg	Invoice	08/31/2023	Water - ST 74/Logistics Bldg	001-507-522-50-47-02	307.26 307.26
1584	CROWN FIRE PROTECTION 20110	23-02205 Repair Plumbing (Overflow/Drain Revis	Invoice	08/22/2023	Repair Plumbing (Overflow/Drain Revi	001-507-522-50-48-00	625.82 625.82
1695	CURTIS GREINER INV10135	23-02206 Per Diem Reimb. (IAWRP 2023 Annual	Invoice	06/28/2023	Per Diem Reimb. (IAWRP 2023 Annual	001-506-522-45-43-00	265.50 265.50
2205	DANIEL KINDIG INV10127	23-02207 Station Pride Reimb. (Logo Design/Stic	Invoice	08/04/2023	Station Pride Reimb. (Logo Design/Stic	001-504-522-20-31-01	339.37 339.37
0300	DAVE JONKER INV10130	23-02208 2023-25 Work Boot Reimbursement (\$	Invoice	08/09/2023	2023-25 Work Boot Reimbursement (\$	050-511-522-60-31-01	184.61 184.61
1640	DAVID HANSON INV10131	23-02209 Per Diem Reimb. (IAWRP 2023 Annual	Invoice	06/28/2023	Per Diem Reimb. (IAWRP 2023 Annual	001-506-522-45-43-00	328.39 328.39
1865	DAVID PICK INV10125	23-02210 Uniform Reimbursement (Station Boot	Invoice	08/14/2023	Uniform Reimbursement (Station Boot	001-504-522-20-31-07	220.00 220.00
0148	DAVID SWEARINGEN INV10138	23-02211 Duty Boot & Hazmat Pant Reimbursen	Invoice	09/07/2023	Duty Boot & Hazmat Pant Reimbursen	001-504-522-20-31-07	322.18 322.18
0156	DEPT. GRAPHICS 12176	23-02212 Appratus Graphic/Decal Installation (SI	Invoice	06/26/2023	Appratus Graphic/Decal Installation (SI	001-512-522-10-49-06	1,807.86 1,807.86
1956	DICK'S TOWING, INC. 18260307 18260866	23-02213 Aid/Medic Unit Towed (A81) Aid/Medic Unit Tow (M-33)	Invoice Invoice	08/19/2023 08/26/2023	Aid/Medic Unit Towed (A81) Aid/Medic Unit Tow (M-33)	001-509-522-20-48-01 001-509-522-20-48-01	611.45 365.97 245.48
0164	DRUG FREE BUSINESS 444443	23-02214 Annual Membership Renewal Fee	Invoice	08/31/2023	Annual Membership Renewal Fee	050-511-522-60-49-01	100.00 100.00
1875	ELECTRONIC BUSINESS MACHINE AR257939	23-02215 Copier Machine Usage - Admin Bldg (C	Invoice	08/31/2023	Copier Machine Usage - Admin Bldg (C	001-502-522-10-31-00	417.14 417.14
0212	FIRSTWATCH FW110597	23-02216 FirstPass & FOAM Modules Monthly Su	Invoice	09/01/2023	FirstPass & FOAM Modules Monthly Su	001-509-522-20-49-02	635.00 635.00
0072	FITNESS EXPERTS 818202 830202	23-02217 Treadmill Repair (Replaced Walk Belt) - Treadmill Repair (Replaced Electronic E	Invoice Invoice	08/18/2023 08/30/2023	Treadmill Repair (Replaced Walk Belt) - Treadmill Repair (Replaced Electronic E	001-510-522-20-48-00 001-510-522-20-48-00	1,502.88 737.78 765.10
0222	FREIGHTLINER NORTHWEST PC304015707;01 PC304015727;01	23-02218 Shop Parts Shop Parts	Invoice Credit Memo	08/10/2023 08/08/2023	Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01	16.17 220.19 -204.02

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	Payable Number	Payable Description					Distribution Amount
0226	GALLS, LLC	23-02219					1,040.07
	025373804	Quarter Boots	Invoice	08/15/2023	Quarter Boots	001-504-522-20-31-07	221.54
	025411575	Command Zip Front Shirt	Invoice	08/18/2023	Command Zip Front Shirt	001-504-522-20-31-07	136.16
	025430133	Duty Boots, Leather Garrison Belt	Invoice	09/08/2023	Duty Boots, Leather Garrison Belt	001-504-522-20-31-07	221.96
	025441023	Duty Boots	Credit Memo	08/21/2023	Duty Boots	001-504-522-20-31-07	-191.82
	025453964	Diamond Quilted Jacket	Invoice	08/23/2023	Diamond Quilted Jacket	001-504-522-20-31-07	103.14
	025487331	Cargo Pants	Credit Memo	08/25/2023	Cargo Pants	001-504-522-20-31-07	-219.50
	025487807	Performance S/S Polo	Invoice	08/26/2023	Performance S/S Polo	001-504-522-20-31-07	66.46
	025496081	1/2 Zip Turtleneck Sweatshirt	Invoice	08/28/2023	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	210.07
	025496082	1/2 Zip Turtleneck Sweatshirt	Invoice	08/28/2023	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	210.07
	025496104	Industrial Pants (x2)	Invoice	08/28/2023	Industrial Pants (x2)	001-504-522-20-31-07	281.99
2287	GEOENGINEERS, INC.	23-02220					2,860.75
	0190896	Captl Facilities Planning (Shop Addtn) -	Invoice	08/18/2023	Captl Facilities Planning (Shop Addtn) -	300-507-594-50-62-00	2,860.75
1893	GOVERNMENT FINANCE OFFICE	23-02221					160.00
	2318983	GFOA Annual Membership Renewal Fe	Invoice	08/30/2023	GFOA Annual Membership Renewal Fe	001-503-522-10-49-01	160.00
0238	GRAINGER	23-02222					4,372.03
	9792649528	Shop Parts	Invoice	08/03/2023	Shop Parts	050-511-522-60-34-01	218.77
	9813575785	Station Operating Supplies - ST73	Invoice	08/22/2023	Station Operating Supplies - ST73	001-507-522-50-31-00	31.72
	9813575793	Station Operating Supplies - ST71	Invoice	08/22/2023	Station Operating Supplies - ST71	001-507-522-50-31-00	32.13
	9813708154	Station Operating Supplies - ST72	Invoice	08/22/2023	Station Operating Supplies - ST72	001-507-522-50-31-00	233.37
	9813708162	Station Operating Supplies - ST73	Invoice	08/22/2023	Station Operating Supplies - ST73	001-507-522-50-31-00	317.85
	9813708170	Station Operating Supplies - ST83	Invoice	08/22/2023	Station Operating Supplies - ST83	001-507-522-50-31-00	82.07
	9813708188	Station Operating Supplies - ST33	Invoice	08/22/2023	Station Operating Supplies - ST33	001-507-522-50-31-00	144.06
	9813815835	Station Operating Supplies - ADMIN	Invoice	08/22/2023	Station Operating Supplies - ADMIN	001-507-522-50-31-00	597.27
	9813815843	Station Operating Supplies - ST77	Invoice	08/22/2023	Station Operating Supplies - ST77	001-507-522-50-31-00	329.44
	9813815863	Station Operating Supplies - ST82	Invoice	08/22/2023	Station Operating Supplies - ST82	001-507-522-50-31-00	695.95
	9813815876	Station Operating Supplies - ST81	Invoice	08/22/2023	Station Operating Supplies - ST81	001-507-522-50-31-00	485.84
	9813815884	Station Operating Supplies - ST31	Invoice	08/22/2023	Station Operating Supplies - ST31	001-507-522-50-31-00	532.40
	9813815900	Station Operating Supplies - ST32	Invoice	08/22/2023	Station Operating Supplies - ST32	001-507-522-50-31-00	323.39
	9813815918	Station Operating Supplies - ST71	Invoice	08/22/2023	Station Operating Supplies - ST71	001-507-522-50-31-00	82.07
	9814805850	Station Operating Supplies - ST31	Invoice	08/23/2023	Station Operating Supplies - ST31	001-507-522-50-31-00	84.70
	9814805868	Station Operating Supplies - ST71	Invoice	08/31/2023	Station Operating Supplies - ST71	001-507-522-50-31-00	84.62
	9819872285	Station Operating Supplies	Invoice	08/28/2023	Station Operating Supplies	001-507-522-50-31-00	96.38
2067	GREENHAUS PORTABLE RESTRO	23-02223					840.00
	30034	Portable Restroom Rental (x4) (5/29-6,	Invoice	07/07/2023	Portable Restroom Rental (x4) (5/29-6,	001-506-522-45-49-23	560.00
	30139	Portable Restroom Rental (x2)(6/6-7/3	Invoice	07/18/2023	Portable Restroom Rental (x2)(6/6-7/3	001-506-522-45-49-23	280.00
2110	HARMSSEN, LLC	23-02224					931.93
	23-0898	Lot Line Elimination (Shop Project) - ST	Invoice	06/28/2023	Lot Line Elimination (Shop Project) - ST	300-507-594-50-62-00	931.93
0252	HEALTHFORCE PARTNERS INC.	23-02225					6,385.00
	24294	Onsite Medical Staff Support: (J.Winter	Invoice	07/31/2023	Onsite Medical Staff Support: (J.Winter	001-510-522-20-41-07	85.00
	24363	Annual Employee & PreEmployment/N	Invoice	08/25/2023	Annual Employee & PreEmployment/N	001-510-522-20-41-06	6,300.00

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2259	HELMET R US INC. 66717	23-02226 Bike Helmets (x550)	Invoice	08/31/2023	Bike Helmets (x550)	001-515-522-30-31-01	3,314.82 3,314.82
0257	HIGHWAY AUTO SUPPLY 1-681084 1-681197	23-02227 Shop Parts Shop Parts	Invoice Invoice	08/10/2023 08/11/2023	Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01	36.01 10.74 25.27
1878	IMS ALLIANCE 23-2391 23-2461 23-2511	23-02228 Passport Locker Tag (x4) Passport Name Tag (x10) Passport Name Tag (x6)	Invoice Invoice Invoice	08/18/2023 08/25/2023 08/30/2023	Passport Locker Tag (x4) Passport Name Tag (x10) Passport Name Tag (x6)	001-504-522-20-31-01 001-504-522-20-31-01 001-504-522-20-31-01	68.41 27.30 24.01 17.10
1872	INTERSTATE ALL BATTERY CENTE 999725636	23-02229 Shop Parts	Invoice	07/26/2023	Shop Parts	050-511-522-60-34-01	322.62 322.62
0276	IRON MOUNTAIN INC 202768526	23-02230 OffSite Server Data Storage Services (N	Invoice	08/31/2023	OffSite Server Data Storage Services (N	001-513-522-10-41-04	931.81 931.81
0277	ISOUTSOURCE CW284734	23-02231 IT Services	Invoice	08/15/2023	IT Services	001-513-522-10-41-04	18,235.97 18,235.97
0280	JAMAL BECKHAM INV10134	23-02232 Per Diem Reimb. (IAWRP 2023 Annual	Invoice	06/28/2023	Per Diem Reimb. (IAWRP 2023 Annual	001-506-522-45-43-00	265.50 265.50
1843	JOSEPH VIRNIG INV10132	23-02233 Per Diem Reimb. (IAWRP 2023 Annual	Invoice	06/28/2023	Per Diem Reimb. (IAWRP 2023 Annual	001-506-522-45-43-00	265.50 265.50
0313	KENT D. BRUCE CO., LLC 14080 14269 14283	23-02234 Shop Parts Shop Parts Shop Parts	Invoice Invoice Invoice	07/24/2023 08/23/2023 08/24/2023	Shop Parts Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01	1,003.18 121.22 518.10 363.86
2233	KRISTOPHER CHRISTENSEN INV10136	23-02235 Tuition Reimbursement - FSC3610 (WL	Invoice	08/09/2023	Tuition Reimbursement - FSC3610 (WL	001-506-522-45-49-10	850.50 850.50
0349	L.N. CURTIS & SONS INV733787 INV734048 INV737025 INV737759 INV739849	23-02236 Firefighter Structural Boots (x2) Top shelf for bunker gear racks 5' Steel Fire Hooks w/ Standard Chisel Swivel Jumbo Ball Intake Valve NFPA Firefighter Structure Boots (x3)	Invoice Invoice Invoice Invoice Invoice	08/07/2023 08/08/2023 08/16/2023 08/18/2023 08/24/2023	Firefighter Structural Boots (x2) Ready Rack top security shelves. 5' Steel Fire Hooks w/ Standard Chisel Swivel Jumbo Ball Intake Valve NFPA Firefighter Structure Boots (x3)	303-504-522-20-35-04 001-507-522-50-35-00 001-504-522-20-35-00 001-504-522-20-35-00 303-504-522-20-35-04	6,310.30 1,273.85 867.68 200.21 2,694.52 1,274.04
1879	LAKE STEVENS SEWER DISTRICT ST81-SEP23	23-02237 Sewer - ST 81 (Account 6681.01)	Invoice	09/01/2023	Sewer - ST 81	001-507-522-50-47-02	99.00 99.00
1879	LAKE STEVENS SEWER DISTRICT ST82-SEP23	23-02238 Sewer - ST 82 (Account 3655.01)	Invoice	09/01/2023	Sewer - ST 82	001-507-522-50-47-02	198.00 198.00
1596	LEMAY MOBILE SHREDDING 4808845S185 4808846S185 4808847S185	23-02239 OnSite Mobile Shredding Services - ST OnSite Mobile Shredding Services - Ad OnSite Mobile Shredding Services - ST	Invoice Invoice Invoice	09/01/2023 09/01/2023 09/01/2023	OnSite Mobile Shredding Services - ST OnSite Mobile Shredding Services - Ad OnSite Mobile Shredding Services - ST	001-502-522-10-41-01 001-502-522-10-41-01 001-502-522-10-41-01	153.00 51.00 51.00 51.00

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0350	LOCUTION SYSTEMS INC. 123446	23-02240 Locution Upgrade for Station 82	Invoice	08/15/2023	Locution Upgrade for Station 82	303-507-594-50-63-00	2,262.94 2,262.94
0352	LOWE'S 901392-LOODRX	23-02241 Wrench, Adjust Wrench, Fml Compres:	Invoice	08/21/2023	Female Compression Brass - DCYF Wrench, Adjust Wrench - ST74	300-507-522-50-48-00 001-507-522-50-35-00	1,682.24 7.78 28.02
	901613-LPYQFZ	Anchor25ct,SpryPaint,Tape,Bit,Screws,	Invoice	08/30/2023	Anchor25ct,Tape,Bit,Screws,DrillBit-ST Spray Paint Satin - ST71	001-507-522-50-35-00 001-507-522-50-31-00	39.93 13.46
	901721-LQDLLR	Faucet Rings 40pk & 10pk, Ceiling Tile	Invoice	08/31/2023	Faucet Rings 40pk & 10pk, Ceiling Tile	001-507-522-50-35-00	167.80
	922017-LQDLLC	Dust Blaster, Spray Enamel (x2), Abrasi	Invoice	08/31/2023	Dust Blaster, Abrasive Cut Off Spray Enamel (x2),	001-507-522-50-35-00 001-507-522-50-48-00	22.82 20.74
	922975-LQDLLB	Korky Adjustable Flapper, Drill (x2), Bo	Invoice	08/31/2023	Drill (x2), Bolts Korky Adjustable Flapper	001-507-522-50-35-00 001-502-522-10-35-00	14.19 20.74
	975252-LNNTWB	Powerd Cord(Wire Spool 250 ft) - All Si	Invoice	08/14/2023	Powerd Cord(Wire Spool 250 ft) - All Si	001-509-522-20-48-01 001-513-522-20-48-01	158.99 158.99
	975278-LNXIRA	Microwave, Tile(8),PTrap,Cooler,Cmp C	Invoice	08/16/2023	Microwave Tile(8),PTrap,Cooler,Cmp Connctr - ST7	001-502-522-10-35-00 001-507-522-50-35-00	186.03 154.97
	975282-LNXIRB	Propane Tank Exchnage - ST74	Invoice	08/16/2023	Propane Tank Exchnage - ST74	001-507-522-50-47-03	48.09
	977701-LMEMTQ	Adirondack Chairs (x4) - ST77	Invoice	08/04/2023	Adirondack Chairs (x4) - ST77	001-507-522-50-35-00	124.63
	982730-LOODSF	Orbit Pro Adjustable Nozzle (x2) - ST71	Invoice	08/21/2023	Orbit Pro Adjustable Nozzle (x2) - ST71	001-507-522-50-35-00	33.21
	983800-LOWMJU	Wire Connectors (Yellow & Red)	Invoice	08/23/2023	Wire Connectors (Yellow & Red)	001-507-522-50-35-00	15.22
	988559-LMGCFE	Propane Tank Exchnage, Tarp Strap (x4	Invoice	08/05/2023	Propane Tank Exchnage Tarp Straps (x4), Velcro Blk Industrial (001-507-522-50-47-03 001-507-522-50-35-00	24.05 53.95
	993567-LMQVQL	LED(2),Tpe(2),Oil,Try,Scrwdrivr,Paint &	Invoice	08/08/2023	LED(2),Tpe(2),Oil,Try,Scrwdrivr,Paint &	001-507-522-50-48-00	125.28
	994204-LOAMTO	Coax Cbl,Splitter, Screw(8),Mini Cbl, W	Invoice	08/17/2023	Coax Cable,Splitter, Screw (x8), Flat W: Mini Cable 60IN - 71 MSO	001-513-522-20-48-01 001-513-522-10-35-00	38.94 12.64
	9947794-LPTVEY	Tile 8ct, Illusion Tile, Wrench	Invoice	08/29/2023	Radar Tile 8 CT - ST71 Wrench - Logistics	001-507-522-50-48-00 001-507-522-50-35-00	52.75 23.70
	997263-LNBDFX	Caulkng(2),Gooffoff,Loctite Glue(2) - DC	Invoice	08/10/2023	Caulkng(2),Gooffoff,Loctite Glue(2) - DC	300-507-522-50-48-00	44.04
	997732-LNFRIQ	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	49.80
	997736-LNFRIR	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	41.48
1784	MATTHEW BERNETHY INV10128	23-02242 Snacks/Coffee provided for Crew (Res.	Invoice	08/04/2023	Snacks/Coffee provided for Crew (Res.	001-504-522-20-49-04	40.05 40.05
0379	MOBILE HEALTH RESOURCES 23558	23-02243 Monthly EMS Patient Experience Surve	Invoice	07/31/2023	Monthly EMS Patient Experience Surve	001-509-522-20-49-02	781.95 781.95

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	Payable Number	Payable Description					Distribution Amount
0380	MONROE PARTS HOUSE	23-02244					6,776.92
	936299	Shop Parts	Invoice	08/01/2023	Shop Parts	050-511-522-60-34-01	8.33
	936472	Shop Parts	Invoice	08/02/2023	Shop Parts	050-511-522-60-34-01	41.10
	936527	Shop Parts	Invoice	08/02/2023	Shop Parts	050-511-522-60-34-01	183.10
	936533	Shop Parts	Credit Memo	08/02/2023	Shop Parts	050-511-522-60-34-01	-19.69
	936535	Shop Parts	Invoice	08/02/2023	Shop Parts	050-511-522-60-34-01	284.54
	937005	Shop Parts	Invoice	08/07/2023	Shop Parts	050-511-522-60-34-01	33.13
	937043	Shop Parts	Credit Memo	08/07/2023	Shop Parts	050-511-522-60-34-01	-29.54
	937180	Shop Parts	Invoice	08/08/2023	Shop Parts	050-511-522-60-34-01	131.90
	937189	Shop Parts	Invoice	08/08/2023	Shop Parts	050-511-522-60-34-01	22.51
	937202	Shop Parts	Credit Memo	08/08/2023	Shop Parts	050-511-522-60-34-01	-22.51
	937209	Shop Parts	Invoice	08/08/2023	Shop Parts	050-511-522-60-34-01	24.29
	937219	Shop Parts	Invoice	08/08/2023	Shop Parts	050-511-522-60-34-01	59.75
	937239	Shop Parts	Credit Memo	08/09/2023	Shop Parts	050-511-522-60-34-01	-91.90
	937251	Shop Parts	Invoice	08/09/2023	Shop Parts	050-511-522-60-34-01	50.31
	937271	Shop Parts	Invoice	08/09/2023	Shop Parts	050-511-522-60-34-01	297.35
	937329	Shop Parts	Invoice	08/09/2023	Shop Parts	050-511-522-60-34-01	42.33
	937330	Shop Parts	Invoice	08/09/2023	Shop Parts	050-511-522-60-34-01	41.35
	937340	Shop Parts	Invoice	08/09/2023	Shop Parts	050-511-522-60-34-01	20.41
	937370	Shop Parts	Credit Memo	08/09/2023	Shop Parts	050-511-522-60-34-01	-29.54
	937402	Shop Parts	Credit Memo	08/10/2023	Shop Parts	050-511-522-60-34-01	-24.29
	937403	Shop Parts	Invoice	08/10/2023	Shop Parts	050-511-522-60-34-01	113.52
	937406	Shop Parts	Invoice	08/10/2023	Shop Parts	050-511-522-60-34-01	20.41
	937424	Shop Parts	Credit Memo	08/10/2023	Shop Parts	050-511-522-60-34-01	-203.11
	937427	Shop Parts	Credit Memo	08/10/2023	Shop Parts	050-511-522-60-34-01	-29.54
	937428	Shop Parts	Credit Memo	08/10/2023	Shop Parts	050-511-522-60-34-01	-42.33
	937536	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	45.94
	937603	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	134.39
	937610	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	13.11
	937616	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	40.94
	938081	Shop Parts	Invoice	08/16/2023	Shop Parts	050-511-522-60-34-01	249.20
	938084	Shop Parts	Invoice	08/16/2023	Shop Parts	050-511-522-60-34-01	22.63
	938105	Shop Parts	Invoice	08/16/2023	Shop Parts	050-511-522-60-34-01	356.79
	938164	Shop Parts	Invoice	08/16/2023	Shop Parts	050-511-522-60-34-01	128.51
	938190	Shop Parts	Invoice	08/17/2023	Shop Parts	050-511-522-60-34-01	23.51
	938197	Shop Parts	Invoice	08/17/2023	Shop Parts	050-511-522-60-34-01	252.45
	938200	Shop Parts	Invoice	08/17/2023	Shop Parts	050-511-522-60-34-01	10.93
	938220	Shop Parts	Credit Memo	08/17/2023	Shop Parts	050-511-522-60-34-01	-19.69
	938240	Shop Parts	Invoice	08/17/2023	Shop Parts	050-511-522-60-34-01	156.39
	938274	Shop Parts	Invoice	08/17/2023	Shop Parts	050-511-522-60-34-01	20.16
	938410	Shop Parts	Invoice	08/18/2023	Shop Parts	050-511-522-60-34-01	20.83
	938584	Shop Parts	Invoice	08/21/2023	Shop Parts	050-511-522-60-34-01	21.79
	938603	Shop Parts	Invoice	08/21/2023	Shop Parts	050-511-522-60-34-01	600.11

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	938620	Shop Parts	Credit Memo	08/21/2023	Shop Parts	050-511-522-60-34-01	-88.61
	938663	Shop Parts	Invoice	08/21/2023	Shop Parts	050-511-522-60-34-01	182.32
	938684	Shop Parts	Invoice	08/21/2023	Shop Parts	050-511-522-60-34-01	94.24
	938794	Shop Parts	Invoice	08/22/2023	Shop Parts	050-511-522-60-34-01	88.34
	938927	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	569.37
	938947	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	303.61
	938948	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	58.56
	938957	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	53.16
	938961	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	35.58
	939030	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	61.77
	939057	Shop Parts	Invoice	08/24/2023	Shop Parts	050-511-522-60-34-01	92.07
	939066	Shop Parts	Credit Memo	08/24/2023	Shop Parts	050-511-522-60-34-01	-113.59
	939085	Shop Parts	Invoice	08/24/2023	Shop Parts	050-511-522-60-34-01	94.50
	939086	Shop Parts	Invoice	08/24/2023	Shop Parts	050-511-522-60-34-01	30.13
	939122	Shop Parts	Invoice	08/24/2023	Shop Parts	050-511-522-60-34-01	42.57
	939137	Shop Parts	Invoice	08/24/2023	Shop Parts	050-511-522-60-34-01	34.55
	939142	Shop Parts	Invoice	08/24/2023	Shop Parts	050-511-522-60-34-01	203.11
	939223	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	60.79
	939226	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	6.88
	939247	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	105.17
	939250	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	93.19
	939289	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	9.53
	939298	Shop Parts	Invoice	08/25/2023	Shop Parts	050-511-522-60-34-01	12.09
	939484	Shop Parts	Invoice	08/28/2023	Shop Parts	050-511-522-60-34-01	21.25
	939485	Shop Parts	Invoice	08/28/2023	Shop Parts	050-511-522-60-34-01	10.69
	939514	Shop Parts	Invoice	08/28/2023	Shop Parts	050-511-522-60-34-01	42.80
	939529	Shop Parts	Credit Memo	08/28/2023	Shop Parts	050-511-522-60-34-01	-21.25
	939539	Shop Parts	Invoice	08/28/2023	Shop Parts	050-511-522-60-34-01	28.53
	939542	Shop Parts	Credit Memo	08/28/2023	Shop Parts	050-511-522-60-34-01	-19.69
	939597	Shop Parts	Invoice	08/28/2023	Shop Parts	050-511-522-60-34-01	449.13
	939608	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	10.69
	939613	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	67.70
	939638	Shop Parts	Credit Memo	08/29/2023	Shop Parts	050-511-522-60-34-01	-9.85
	939655	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	17.57
	939657	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	141.77
	939714	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	37.17
	939732	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	13.66
	939747	Shop Parts	Invoice	08/29/2023	Shop Parts	050-511-522-60-34-01	80.70
	939773	Shop Parts	Invoice	08/30/2023	Shop Parts	050-511-522-60-34-01	400.08
	939793	Shop Parts	Credit Memo	08/30/2023	Shop Parts	050-511-522-60-34-01	-59.08
	939841	Shop Parts	Invoice	08/30/2023	Shop Parts	050-511-522-60-34-01	20.67
	939948	Shop Parts	Invoice	08/31/2023	Shop Parts	050-511-522-60-34-01	23.53
	939961	Shop Parts	Invoice	08/31/2023	Shop Parts	050-511-522-60-34-01	6.99

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	Payable Number	Payable Description					Distribution Amount
	939986	Shop Parts	Invoice	08/31/2023	Shop Parts	050-511-522-60-34-01	128.57
	939994	Shop Parts	Invoice	08/31/2023	Shop Parts	050-511-522-60-34-01	396.09
0382	MOTOR TRUCKS, INC.	23-02245					28.42
	1103P19990	Shop Parts	Invoice	08/21/2023	Shop Parts	050-511-522-60-34-01	28.42
0387	MUNICIPAL EMERGENCY SERVIC	23-02246					659.93
	IN1924919	Seek Thermal Imaging Camera Repair	Invoice	08/24/2023	Seek Thermal Imaging Camera Repair	001-504-522-20-48-02	133.99
	IN1928778	Breathing Air Compressor Prev. Maint,	Invoice	08/31/2023	Breathing Air Compressor Prev. Maint,	001-504-522-20-41-01	525.94
1880	NATIONAL PUBLIC EMPLOYER LA	23-02247					299.00
	5576	2023 WAPELRA Annual Training Conf -	Invoice	08/17/2023	2023 WAPELRA Annual Training Conf -	001-502-522-45-49-02	299.00
0424	NORTHWEST SAFETY CLEAN	23-02248					6,152.41
	23-36110	Bunker Gear Cleaning, Repairs & Alter	Invoice	08/29/2023	Bunker Gear Cleaning, Repairs & Alter	001-504-522-20-48-11	3,757.09
	23-36111	Bunker Gear Cleaning, Repairs & Alter.	Invoice	08/29/2023	Bunker Gear Cleaning, Repairs & Alter.	001-504-522-20-48-11	2,255.14
					SRFR Logo	001-512-522-10-49-06	140.18
2252	ODP BUSINESS SOLUTIONS, LLC	23-02249					719.57
	323565978001	Ergonomic Keyboard - ST71	Invoice	08/10/2023	Ergonomic Keyboard - ST71	001-513-522-10-35-00	44.23
	326059243001	Pens,Envlps,DryMrkr,FileSrtr,Tape,NB,f	Invoice	08/09/2023	2 Hole HolePunch Lowforce - ST71	001-507-522-50-35-00	20.51
					Pens,Envlps,DryMrkr,FileSrtr,Tape,Not	001-502-522-10-31-00	56.37
	326064134001	5 Pocket Bin, Book Bin 6ct - ST71	Invoice	08/09/2023	5 Pocket Bin, Book Bin 6ct - ST71	001-507-522-50-35-00	57.70
	326780884001	Dater Selfinking (x1) Ink HP Cartridge	Invoice	08/17/2023	Dater Selfinking (x1) Ink HP Cartridge	001-502-522-10-31-00	231.67
	327144745001	AABatt,HndWsh(x2),LeglPd,PprPd12pk	Invoice	08/09/2023	AABatt,HndWsh(x2),LeglPd,PprPd12pk	001-502-522-10-31-00	82.46
	327145032001	Curve Stand for Laptop/Notebook - Ad	Invoice	08/11/2023	Curve Stand for Laptop/Notebook - Ad	001-502-522-10-35-00	65.63
	327145033001	Clear Arcrylic Business Card Holder (x2	Invoice	08/11/2023	Clear Arcrylic Business Card Holder (x2	001-502-522-10-35-00	21.64
	327145035001	White Letter Tray - Admin	Invoice	08/14/2023	White Letter Tray - Admin	001-502-522-10-35-00	8.28
	328744783001	Large Book Bin Blk (x3) - Front Desk	Invoice	08/22/2023	Large Book Bin Blk (x3) - Front Desk	001-502-522-10-35-00	86.49
	328746397001	Scissors 2pk - Front Desk Admin	Invoice	08/22/2023	Scissors 2pk - Front Desk Admin	001-502-522-10-35-00	5.77
	328955114001	Gorilla Glue, 12"Trimmer/Cutter - Fron	Invoice	08/22/2023	Gorilla Glue, 12"Trimmer/Cutter - Fron	001-502-522-10-35-00	27.89
	328968424001	Business Card Holder/Acrylic - Admin	Invoice	08/22/2023	Business Card Holder/Acrylic - Admin	001-502-522-10-35-00	10.93
0444	ORION MEDICAL SUPPLY INC	23-02250					804.67
	23-04997	Medications	Invoice	08/16/2023	Medications	001-509-522-30-31-01	290.10
	23-05133	Medications	Invoice	08/22/2023	Medications	001-509-522-30-31-01	514.57
0451	PACIFIC POWER BATTERIES	23-02251					294.38
	17143961	Shop Parts	Invoice	08/28/2023	Shop Parts	050-511-522-60-34-01	294.38
1627	PATRICK GJERDE	23-02252					265.50
	INV10133	Per Diem Reimb. (IAWRP 2023 Annual	Invoice	06/28/2023	Per Diem Reimb. (IAWRP 2023 Annual	001-506-522-45-43-00	265.50
0466	PETROCARD, INC.	23-02253					2,927.58
	C271828	OnSite Mobile Fueling Service - ST 71,	Invoice	09/06/2023	OnSite Mobile Fueling Service - ST 71,	001-504-522-20-32-00	1,463.79
						001-509-522-20-32-00	1,463.79
2255	POSITIVE PROMOTIONS, INC.	23-02254					563.40
	07216916	Custom Heart-Shaped Stress Ball Relie	Invoice	08/16/2023	Custom Heart-Shaped Stress Ball Relie	001-515-522-30-31-01	563.40

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	Payable Number	Payable Description					Distribution Amount
0308	PROPERTY MAINTENANCE COM/	23-02255					923.06
	SRFR 083123.2	Propty Mangmt Srvc(Ballast needs rep	Invoice	08/28/2023	Propty Mangmt Srvc(Ballast needs rep	001-507-522-50-41-00	15.38
						300-507-522-50-41-00	87.18
	SRFR 093023.1	Property Management Monthly Servic	Invoice	09/01/2023	Property Management Monthly Servic	001-507-522-50-41-00	123.08
						300-507-522-50-41-00	697.42
0483	PUGET SOUND ENERGY	23-02256					85.44
	ST72-JULAUG23	Natural Gas - ST 72	Invoice	09/08/2023	Natural Gas - ST 72	001-507-522-50-47-03	85.44
0483	PUGET SOUND ENERGY	23-02257					170.41
	ST77-JULAUG23	Natural Gas - ST 77	Invoice	09/08/2023	Natural Gas - ST 77	001-507-522-50-47-03	170.41
1532	PUGET SOUND HARDWARE, INC	23-02258					420.26
	11471	Door Systm Srvc Call (4 Cell Batt. Holdr	Invoice	08/14/2023	Door Systm Srvc Call (4 Cell Batt. Holdr	001-507-522-50-48-00	420.26
0484	PURCELL TIRE & SERVICE CENTEF	23-02259					6,243.93
	24262136	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	1,587.20
	24262428	Shop Parts	Invoice	08/31/2023	Shop Parts	050-511-522-60-34-01	4,656.73
0494	REPUBLIC SERVICES #197	23-02260					100.30
	0197003228264	Recycling - ST 32	Invoice	08/31/2023	Recycling - ST 32	001-507-522-50-47-04	100.30
0494	REPUBLIC SERVICES #197	23-02261					743.36
	0197003227895	Recycling - ST 31	Invoice	08/31/2023	Recycling - ST 31	001-507-522-50-47-04	743.36
0494	REPUBLIC SERVICES #197	23-02262					320.39
	0197003227264	Refuse - ST 31	Invoice	08/31/2023	Refuse - ST 31	001-507-522-50-47-04	320.39
0494	REPUBLIC SERVICES #197	23-02263					263.01
	0197003227915	Refuse - Admin Building	Invoice	08/31/2023	Refuse - Admin Building	001-507-522-50-47-04	39.45
						300-507-522-50-47-00	223.56
0494	REPUBLIC SERVICES #197	23-02264					260.91
	0197003227966	Refuse - ST 32	Invoice	08/31/2023	Refuse - ST 32	001-507-522-50-47-04	260.91
0499	RICE FERGUS MILLER, INC.	23-02265					26,580.21
	2020053.00-026	Cap. Facilities Planning - ST83(Bid/Con	Invoice	08/09/2023	Cap. Facilities Planning - ST83(Bid/Con	300-507-594-50-62-83	5,048.71
	2022073.00-008	Capital Facilities Planning - Shop Desig	Invoice	08/08/2023	Capital Facilities Planning - Shop Desig	300-507-594-50-62-00	21,531.50
0517	S & P DESIGN INC	23-02266					2,294.49
	13801	Uniform Polos ,Tee's, Jackets (Admin)	Invoice	08/24/2023	Uniform Polos ,Tee's, Jackets (Admin)	001-504-522-20-31-07	909.43
	13802	Uniform Cardigan, VNeck Sweatr, Polo:	Invoice	08/24/2023	Uniform Cardigan, VNeck Sweatr, Polo:	001-504-522-20-31-07	319.29
	13803	Uniform Polos,Blouse,Cardign,VNeck S	Invoice	08/24/2023	Uniform Polos,Blouse,Cardign,VNeck S	001-504-522-20-31-07	1,065.77
1776	SEATTLE CITY LIGHT	23-02267					28.12
	PMAPT-AUGSEP23	Electricity - Paramedic Students Apartr	Invoice	09/01/2023	Electricity - Paramedic Students Apartr	001-506-522-45-49-37	28.12

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1921	SEA-WESTERN INC	23-02268					36,089.03
	INV25409	Turnout/Bunker Gear - Coat	Hanging N Invoice	08/10/2023	Turnout/Bunker Gear - Coat	Hanging N 303-504-522-20-35-04	447.22
	INV25535	Elkhart Brass Gate Valve Non Rising Ste	Invoice	08/16/2023	Elkhart Brass Gate Valve Non Rising Ste	001-504-522-20-35-00	7,723.33
	INV25685	Turnout/Bunker Gear - Coat	Hanging N Invoice	08/23/2023	Turnout/Bunker Gear - Coat	Hanging N 303-504-522-20-35-04	89.57
	INV25780	SCBA Temple Strap Replacement (x15)	Invoice	08/24/2023	SCBA Temple Strap Replacement (x15)	001-504-522-20-48-12	421.89
	INV25940	Turnout/Bunker Gear - Coat (x7), Pant:	Invoice	08/31/2023	Turnout/Bunker Gear - Coat (x7), Pant:	303-504-522-20-35-04	27,407.02
0536	SEQUOYAH NETWORK SERVICES	23-02269					1,347.81
	2718	Door Keypad Repair (Rplcd Signo KeyP:	Invoice	08/30/2023	Door Keypad Repair (Rplcd Signo KeyP:	001-507-522-50-48-00	1,347.81
0544	SILVER LAKE WATER	23-02270					121.75
	ST77-AUG23	Water & Sewer - ST 77	Invoice	08/31/2023	Water & Sewer - ST 77	001-507-522-50-47-02	121.75
0544	SILVER LAKE WATER	23-02271					185.30
	ST77FM-AUG23	Water (Fire Meter) - ST 77	Invoice	08/31/2023	Water (Fire Meter) - ST 77	001-507-522-50-47-02	185.30
1547	SNOHOMISH COUNTY 911	23-02272					89,325.19
	6353	Monthly Dispatch Services (Assessmen	Invoice	09/01/2023	Monthly Dispatch Services (Assessmen	001-504-528-00-41-00	16,609.73
						001-509-528-00-41-00	66,438.94
	6360	Monthly EPCR	Invoice	09/01/2023	Monthly Electronic Patient Care Repor	001-509-522-20-49-02	1,118.62
	6394	Pre-Incidnt Plng Platfrm (First Due Suit	Invoice	09/01/2023	Pre-Incidnt Plng Platfrm (First Due Suit	001-516-522-30-49-04	1,770.22
	6406	Managed Laptop Leases (Monthly)	Invoice	09/01/2023	Managed Laptop Leases (Monthly)	303-504-591-22-70-00	1,362.52
						303-509-591-22-70-00	2,025.16
0520	SNOHOMISH COUNTY FIRE DISTF	23-02273					945.00
	23.40	Harvey Room Facility Rntal x9 (10/9,10	Invoice	08/30/2023	Harvey Room Facility Rntal x9 (10/9,10	001-506-522-45-45-00	945.00
0565	SNOHOMISH COUNTY PUD	23-02274					341.58
	115967048	Electricity - ST 83	Invoice	08/30/2023	Electricity - ST 83	001-507-522-50-47-01	341.58
0565	SNOHOMISH COUNTY PUD	23-02275					189.00
	161827582	Electricity - ST 32	Invoice	08/23/2023	Electricity - ST 32	001-507-522-50-47-01	189.00
0565	SNOHOMISH COUNTY PUD	23-02276					1,039.22
	122570715	Electricity - ST 71	Invoice	08/28/2023	Electricity - ST 71	001-507-522-50-47-01	1,039.22
0565	SNOHOMISH COUNTY PUD	23-02277					117.13
	132467572	Electricity - ST 74/Logistics Bldg	Invoice	08/21/2023	Electricity - ST 74/Logistics Bldg	001-507-522-50-47-01	117.13
0565	SNOHOMISH COUNTY PUD	23-02278					1,952.48
	145641024	Electricity - ST 31	Invoice	08/22/2023	Electricity - ST 31	001-507-522-50-47-01	1,952.48
0565	SNOHOMISH COUNTY PUD	23-02279					691.12
	161828145	Electricity - ST 33	Invoice	08/23/2023	Electricity - ST 33	001-507-522-50-47-01	691.12
0565	SNOHOMISH COUNTY PUD	23-02280					1,772.37
	161825332	Electricity - Admin Bldg	Invoice	08/21/2023	Electricity - Admin Bldg	001-507-522-50-47-01	265.86
						300-507-522-50-47-00	1,506.51
1536	SNOHOMISH REGIONAL FIRE & R	23-02281					144,754.63
	FIRE-08/31/23	Apparatus Fleet Maintenance Services	Invoice	09/01/2023	Apparatus Fleet Maintenance - EMS U:	001-509-522-20-48-01	39,170.02
					Apparatus Fleet Maintenance - Suppre	001-513-522-20-48-01	105,584.61

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1536	SNOHOMISH REGIONAL FIRE & R EXCISE TAX-AUG23	23-02282 Sales & Use Tax - August 2023	Invoice	08/31/2023	Sales & Use Tax - August 2023	001-504-522-20-35-00	763.31 42.50
					Sales & Use Tax - August 2023	001-504-522-20-48-02	3.84
					Sales & Use Tax - August 2023	001-506-522-45-31-03	17.95
					Sales & Use Tax - August 2023	001-514-522-20-35-01	463.95
					Sales & Use Tax - August 2023	001-514-522-20-48-13	79.26
					Sales & Use Tax - August 2023	001-516-522-30-31-00	125.96
					Sales & Use Tax - August 2023	050-511-522-60-34-01	29.85
1536	SNOHOMISH REGIONAL FIRE & R	23-02283					3,437.55
	0-071-763-757	DOL Driving Request (x13)	Invoice	05/16/2023	DOL Driving Request (x13)	001-503-522-10-49-06	195.00
	0-072-195-500	DOL Driving Record Request - L.Gonzal	Invoice	05/25/2023	DOL Driving Record Request - L.Gonzal	001-503-522-10-49-06	15.00
	0-072-215-829	DOL Driving Record Request - A.Lamb	Invoice	05/25/2023	DOL Driving Record Request - A.Lamb	001-503-522-10-49-06	15.00
	0-074-862-538	DOL Driving Record Request	Invoice	07/26/2023	DOL Driving Record Request	001-503-522-10-49-06	15.00
	0-075-230-718	DOL Driving Record Request	Invoice	08/30/2023	DOL Driving Record Request	001-503-522-10-49-06	15.00
	0-075-715-305	DOL Driving Record Request	Invoice	08/16/2023	DOL Driving Record Request	001-503-522-10-49-06	15.00
	0-076-068-633	DOL Driving Record Request (x8)	Invoice	08/25/2023	DOL Driving Record Request (x8)	001-503-522-10-49-06	120.00
	6447	IRS Quarterly 941 Tax (Q2 2023)	Invoice	08/21/2023	IRS Quarterly 941 Tax (Q2 2023)	001-504-522-20-10-01	671.47
	6448	EMA Transport Refund - (William Goell	Invoice	08/29/2023	EMA Transport Refund - (William Goell	001-509-589-26-49-00	742.35
	6449	EMS Transport Refund - (Donna Marsh	Invoice	08/29/2023	EMS Transport Refund - (Donna Marsh	001-509-589-26-49-00	150.00
	6450	EMS Transport Refund - (Joyce Calhour	Invoice	08/29/2023	EMS Transport Refund - (Joyce Calhour	001-509-589-26-49-00	50.00
	6451	EMS Transport Refund - Benefit Recove	Invoice	08/29/2023	EMS Transport Refund - Benefit Recove	001-509-589-26-49-00	1,168.73
	6452	EMS Transport Refund - (Kathleen Cull	Invoice	09/06/2023	EMS Transport Refund - (Kathleen Cull	001-509-589-26-49-00	240.00
	May2023	First Financial NW Bank - Fees	Invoice	05/31/2023	First Financial NW Bank - Fees	001-512-522-10-41-02	25.00
0567	SNURE LAW OFFICE, PSC AUG2023	23-02284 Monthly Attorney Services (August 202	Invoice	09/01/2023	Monthly Attorney Services (August 202	001-512-522-10-41-03	3,616.25 3,616.25
2232	SPECTRUM CWU INTERNET-AUGSEP23	23-02285 Wifi/Internet Srvc - Paramedic Prgm	Invoice	08/07/2023	Wifi/Internet Srvc - Paramedic Prgm	001-506-522-45-49-37	74.99 74.99
0572	SPEEDWAY CHEVROLET 138641 139400 247904	23-02286 Shop Parts Shop Parts Shop Parts	Invoice Invoice Invoice	08/24/2023 09/01/2023 08/24/2023	Shop Parts Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01 050-511-522-60-34-01	6,545.16 5,479.65 192.50 873.01

Docket of Claims Register

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
2057	SPRAGUE PEST SOLUTIONS	23-02287					1,029.37
	5182858	Monthly Pest Control Services - Admin	Invoice	08/14/2023	Monthly Pest Control Services - Admin	001-507-522-50-41-00	99.28
	5182859	Monthly Pest Control Servcs - ST 74/Lc	Invoice	08/17/2023	Monthly Pest Control Servcs - ST 74/Lc	001-507-522-50-41-00	99.19
	5182861	Monthly Pest Control Services - ST 82	Invoice	08/25/2023	Monthly Pest Control Services - ST 82	001-507-522-50-41-00	99.19
	5182862	Monthly Pest Control Services - ST 83	Invoice	08/18/2023	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	99.19
	5182863	Monthly Pest Control Services - ST 81	Invoice	08/18/2023	Monthly Pest Control Services - ST 81	001-507-522-50-41-00	99.19
	5182864	Monthly Pest Control Services - ST 77	Invoice	08/23/2023	Monthly Pest Control Services - ST 77	001-507-522-50-41-00	99.19
	5182866	Monthly Pest Control Services - ST 71	Invoice	08/30/2023	Monthly Pest Control Services - ST 71	001-507-522-50-41-00	99.19
	5182867	Monthly Pest Control Services - ST 33	Invoice	08/18/2023	Monthly Pest Control Services - ST 33	001-507-522-50-41-00	99.19
	5182868	Monthly Pest Control Services - ST 32	Invoice	08/18/2023	Monthly Pest Control Services - ST 32	001-507-522-50-41-00	99.28
	5182869	Monthly Pest Control Services - ST 31	Invoice	08/22/2023	Monthly Pest Control Services - ST 31	001-507-522-50-41-00	99.28
	5224188	Service Call (Replaced Station Rodent E	Invoice	08/22/2023	Service Call (Replaced Station Rodent E	001-507-522-50-48-00	37.20
0580	STATE OF WA DEPARTMENT OF I	23-02288					763.31
	EXCISE TAX-AUG23	Sales & Use Tax - August 2023 (600-35	Invoice	08/31/2023	Sales & Use Tax - August 2023 (600-35	630-512-589-00-00-00	763.31
1634	STRYKER SALES CORPORATION	23-02289					33,111.52
	3564876M	LP1000,LUCAS,Pwr Load Maint.Agrmn	Invoice	10/28/2021	LP1000,LUCAS,Pwr Load Maint.Agrmn	001-509-522-20-48-01	7,047.40
	3630370M	LP1000,LUCAS,Pwr Load Maint.Agrmn	Invoice	01/04/2022	LP1000,LUCAS,Pwr Load Maint.Agrmn	001-509-522-20-48-01	7,047.40
	3829731M	ProCare Maint. Agrmnt Fee (Merge/Re	Credit Memo	07/19/2022	ProCare Maint. Agrmnt Fee (Merge/Re	001-509-522-20-49-02	-1,499.40
	3881547M	Defibrillatn Electrode Pads (Child/Infar	Invoice	09/07/2022	Defibrillatn Electrode Pads (Child/Infar	001-509-522-30-31-01	308.18
	3884170M	Disposable SPO2 Sensors (Lifepak 15 D	Invoice	09/09/2022	Disposable SPO2 Sensors (Lifepak 15 D	001-509-522-30-31-01	447.16
	3884171M	Lithium Batt (Lifepak CR2 Defibrillatr) -	Invoice	09/09/2022	Lithium Batt (Lifepak CR2 Defibrillatr) -	001-509-522-20-35-00	292.92
	3904630M	SMRT Batt.Power Kit (Paks,Chrg, Cord)	Invoice	09/28/2022	SMRT Batt.Power Kit (Paks,Chrg, Cord)	001-509-522-20-48-01	1,362.66
	3942246M	Disposable SPO2 Sensors (Lifepak 15 D	Invoice	11/01/2022	Disposable SPO2 Sensors (Lifepak 15 D	001-509-522-30-31-01	883.15
	3974555M	Disposable SPO2 Sensors (Lifepak 15 D	Invoice	12/02/2022	Disposable SPO2 Sensors (Lifepak 15 D	001-509-522-30-31-01	1,763.05
	4005486M	LP1000,LUCAS,Pwr Load Maint.Agrmn	Invoice	01/04/2023	LP1000,LUCAS,Pwr Load Maint.Agrmn	001-509-522-20-48-01	6,588.90
	4072552M	Power Pro Cot & Power Load Maint. A	Invoice	03/01/2023	Power Pro Cot & Power Load Maint. A	001-509-522-20-48-01	8,870.10
1981	SUMMIT LAW GROUP, PLLC	23-02290					225.00
	147598	Attorney/Legal Services (Payroll Issue)	Invoice	08/17/2023	Attorney/Legal Services (Payroll Issue)	001-512-522-10-41-03	225.00
1645	TELEFLEX, LLC	23-02291					677.50
	9507393296	Medical Supplies ('EZ-IO' Needle & Sta	Invoice	08/29/2023	Medical Supplies ('EZ-IO' Needle & Sta	001-509-522-30-31-01	677.50
2305	THE SEPTIC GROUP	23-02292					237.38
	117614	Service Call/Inspection/Clogged Drainf	Invoice	08/30/2023	Service Call/Inspection/Clogged Drainf	001-507-522-50-48-00	237.38
0605	TRAVIS JACOBS	23-02293					12.60
	INV10126	Lowe's Refund (Hose Clamps (x3)/Couj	Invoice	07/15/2023	Lowe's Refund (Hose Clamps (x3)/Couj	001-504-522-20-48-02	12.60
0610	TRUE NORTH EMERGENCY EQUIP	23-02294					2,115.81
	A15374	Shop Parts	Invoice	08/09/2023	Shop Parts	050-511-522-60-34-01	179.84
	A15388	Shop Parts	Invoice	08/11/2023	Shop Parts	050-511-522-60-34-01	97.06
	A15418	Shop Parts	Invoice	08/15/2023	Shop Parts	050-511-522-60-34-01	1,160.45
	A15423	Shop Parts	Invoice	08/16/2023	Shop Parts	050-511-522-60-34-01	604.36
	A15500	Shop Parts	Invoice	08/23/2023	Shop Parts	050-511-522-60-34-01	74.10

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Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
2221	ULINE, INC 166758287	23-02295 DownTown Desk, Mobile 3 Drawer File	Invoice	08/03/2023	DownTown Desk, Mobile 3 Drawer File	001-507-522-50-35-00	3,548.74 924.31
	166776316	4 Metal lockers for officers at SCFTA	Invoice	08/03/2023	4 Metal Lockers	001-506-522-45-49-23	1,284.70
	167495621	Fireproof two drawer file cabinet	Invoice	08/22/2023	Fireproof two drawer file cabinet	001-507-522-50-35-00	1,339.73
0631	VERATHON MEDICAL 80720563	23-02296 Medical Supplies	Invoice	08/08/2023	Medical Supplies	001-509-522-30-31-01	2,471.53 1,212.08
	80721915	Medical Supplies	Invoice	08/11/2023	Medical Supplies	001-509-522-30-31-01	524.60
	80722675	Medical Supplies	Invoice	08/14/2023	Medical Supplies	001-509-522-30-31-01	266.74
	80722793	Medical Supplies	Invoice	08/14/2023	Medical Supplies	001-509-522-30-31-01	74.46
	80722807	Medical Supplies	Invoice	08/14/2023	Medical Supplies	001-509-522-30-31-01	127.32
	80723492	Medical Supplies	Invoice	08/16/2023	Medical Supplies	001-509-522-30-31-01	266.33
0633	VERIZON WIRELESS SERVICES LLC 9942084402	23-02297 District Mifi Plans	Invoice	08/15/2023	District Mifi Plans	001-513-522-10-42-00	5,087.75 5,087.75
0633	VERIZON WIRELESS SERVICES LLC 9942084403	23-02298 District Cell Phones	Invoice	08/15/2023	District Cell Phones - Fire District Cell Phones - Shop	001-513-522-10-42-00 050-511-522-60-42-00	2,720.27 2,551.90 168.37
1770	VINCENT READ INV10193	23-02299 Per Diem Reimbursement(CPSE Excell	Invoice	04/18/2023	Per Diem Reimbursement(CPSE Excell	001-516-522-30-43-00	451.66 451.66
1597	WASHINGTON STATE HEALTH CA 2020 GEMT FINAL	23-02300 SFY 2020 GEMT Updated Final Cost Se	Invoice	09/01/2023	SFY 2020 GEMT Updated Final Cost Se	001-509-589-26-49-01	1,891,428.30 1,891,428.30
0648	WASTE MANAGEMENT NORTHV 0983783-4968-6	23-02301 Recycling - ST 81	Invoice	09/01/2023	Recycling - ST 81	001-507-522-50-47-04	505.33 505.33
0648	WASTE MANAGEMENT NORTHV 1492593-2677-0	23-02302 Refuse & Recycle - ST 73	Invoice	09/01/2023	Refuse & Recycle - ST 73	001-507-522-50-47-04	255.79 255.79
0648	WASTE MANAGEMENT NORTHV 1492276-2677-2	23-02303 Recycling - Admin Bldg	Invoice	09/01/2023	Recycling - Admin Bldg	001-507-522-50-47-04 300-507-522-50-47-00	525.52 78.83 446.69
0648	WASTE MANAGEMENT NORTHV 1493520-2677-2	23-02304 Refuse - ST 33	Invoice	09/01/2023	Refuse - ST 33	001-507-522-50-47-04	207.41 207.41
0648	WASTE MANAGEMENT NORTHV 1493521-2677-0	23-02305 Recycling - ST 33	Invoice	09/01/2023	Recycling - ST 33	001-507-522-50-47-04	426.29 426.29
0648	WASTE MANAGEMENT NORTHV 1492194-2677-7	23-02306 Recycling - ST 72	Invoice	09/01/2023	Recycling - ST 72	001-507-522-50-47-04	205.66 205.66
0648	WASTE MANAGEMENT NORTHV 1491799-2677-4	23-02307 Refuse - ST 72	Invoice	09/01/2023	Refuse - ST 72	001-507-522-50-47-04	117.54 117.54
0648	WASTE MANAGEMENT NORTHV 9421415-4968-6	23-02308 Refuse & Recycle - ST 83	Invoice	09/01/2023	Refuse & Recycle - ST 83	001-507-522-50-47-04	232.73 232.73

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Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0648	WASTE MANAGEMENT NORTHM 1491934-2677-7	23-02309 Refuse & Recycle - ST 74/Logistics Bldg	Invoice	09/01/2023	Refuse & Recycle - ST 74/Logistics Bldg	001-507-522-50-47-04	398.89 398.89
0648	WASTE MANAGEMENT NORTHM 1492003-2677-0	23-02310 Refuse & Recycle - ST 77	Invoice	09/01/2023	Refuse & Recycle - ST 77	001-507-522-50-47-04	287.09 287.09
0648	WASTE MANAGEMENT NORTHM 0983784-4968-4	23-02311 Refuse - ST 81	Invoice	09/01/2023	Refuse - ST 81	001-507-522-50-47-04	194.63 194.63
0648	WASTE MANAGEMENT NORTHM 1492193-2677-9	23-02312 Recycling - ST 71	Invoice	09/01/2023	Recycling - ST 71	001-507-522-50-47-04	901.93 901.93
0648	WASTE MANAGEMENT NORTHM 1491800-2677-0	23-02313 Refuse - ST 71	Invoice	09/01/2023	Refuse - ST 71	001-507-522-50-47-04	187.07 187.07
0648	WASTE MANAGEMENT NORTHM 0983577-4968-2	23-02314 Refuse & Recycle - ST 82	Invoice	09/01/2023	Refuse & Recycle - ST 82	001-507-522-50-47-04	1,298.16 1,298.16
0657	WELLSPRING FAMILY SERVICES E 290161	23-02315 Employee Assistance Program Monthly	Invoice	08/31/2023	Employee Assistance Program Monthly	001-510-522-20-20-15	470.90 470.90
2129	WEX BANK 91468681	23-02316 Apparatus Fuel	Invoice	08/31/2023	Apparatus Fuel - EMS Apparatus Fuel - Shop Apparatus Fuel - Suppression Apparatus Fuel (Shop Parts)	001-509-522-20-32-00 050-511-522-60-32-00 001-504-522-20-32-00 050-511-522-60-34-01	25,988.12 12,722.92 234.88 12,722.92 307.40
0665	WHELEN ENGINEERING COMPAN 351888 352713	23-02317 Shop Parts Shop Parts	Invoice Invoice	08/24/2023 08/25/2023	Shop Parts Shop Parts	050-511-522-60-34-01 050-511-522-60-34-01	2,405.64 457.30 1,948.34
2011	ZIPLY FIBER NB-AUGSEP23	23-02318 Phone/Fax/Alarm Services - ST 81, 82,	Invoice	08/16/2023	Phone/Fax/Alarm Services - ST 81, 82,	001-513-522-50-42-01	1,193.33 1,193.33
2011	ZIPLY FIBER ST71-AUGSEP23	23-02319 Fax & Alarm Connection Services - ST 7	Invoice	08/14/2023	Fax & Alarm Connection Services - ST 7	001-513-522-50-42-01	230.76 230.76
Total Claims: 153						Total Payment Amount:	2,443,376.09

Snohomish Regional Fire and Rescue Claims Voucher Summary

09/13/2023

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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
23-02167	AIR EXCHANGE, INC		1,380.00
23-02168	ALL BATTERY SALES AND SERVICE		976.97
23-02169	ALLSTREAM BUSINESS US, INC		405.48
23-02170	ALLSTREAM BUSINESS US, INC		79.60
23-02171	ALLSTREAM BUSINESS US, INC		146.99
23-02172	ALLSTREAM BUSINESS US, INC		256.73
23-02173	ALLSTREAM BUSINESS US, INC		288.00
23-02174	AMAZON CAPITAL SERVICES, INC		3,349.90
23-02175	ARAMARK UNIFORM SERVICES		157.94
23-02176	AT&T MOBILITY LLC		46.72
23-02177	BICKFORD MOTORS INC.		555.41
23-02178	BK INDUSTRIES & SOLUTIONS INC		2,879.08
23-02179	BRAD TALLEY		4,000.00
23-02180	BRAKE & CLUTCH SUPPLY INC		34.73
23-02181	BRAUN NORTHWEST INC		243.31
23-02182	BRAVO ENVIROMENTAL NW INC		1,958.39
23-02183	BRIAN KEES		265.50
23-02184	CENTRAL SUPPLY INTERNATIONAL		558.96
23-02185	CENTRAL WELDING SUPPLY		521.34
23-02186	CHAMPION BOLT & SUPPLY INC		188.58
23-02187	CHINOOK LUMBER		5,948.71
23-02188	CHMELIK SITKIN & DAVIS P.S.		1,172.00
23-02189	CHRISTENSEN, INC		5,680.26
23-02190	CITY OF ELLENSBURG		72.17
23-02191	CLARIS INTERNATIONAL INC		1,082.07
23-02192	CLEARFLY COMMUNICATIONS		753.54
23-02193	COGDILL NICHOLS REIN WARTELLE ANDREWS		4,334.10
23-02194	COLUMBIA SOUTHERN UNIVERSITY		764.00
23-02195	COMCAST		316.95
23-02196	COMCAST		306.71
23-02197	COMCAST		316.73

Page Total

39,040.87

Cumulative Total

39,040.87

Snohomish Regional Fire and Rescue Claims Voucher Summary

09/13/2023

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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
23-02198	COMDATA INC.		2,968.66
23-02199	CONWAY SHIELDS		414.50
23-02200	CREATION ORGANICS, LLC		2,149.13
23-02201	CRESSY DOOR COMPANY, INC		4,900.49
23-02202	CROSS VALLEY WATER DISTRICT		935.63
23-02203	CROSS VALLEY WATER DISTRICT		723.53
23-02204	CROSS VALLEY WATER DISTRICT		307.26
23-02205	CROWN FIRE PROTECTION		625.82
23-02206	CURTIS GREINER		265.50
23-02207	DANIEL KINDIG		339.37
23-02208	DAVE JONKER		184.61
23-02209	DAVID HANSON		328.39
23-02210	DAVID PICK		220.00
23-02211	DAVID SWEARINGEN		322.18
23-02212	DEPT. GRAPHICS		1,807.86
23-02213	DICK'S TOWING, INC.		611.45
23-02214	DRUG FREE BUSINESS		100.00
23-02215	ELECTRONIC BUSINESS MACHINES		417.14
23-02216	FIRSTWATCH		635.00
23-02217	FITNESS EXPERTS		1,502.88
23-02218	FREIGHTLINER NORTHWEST		16.17
23-02219	GALLS, LLC		1,040.07
23-02220	GEOENGINEERS, INC.		2,860.75
23-02221	GOVERNMENT FINANCE OFFICERS ASSOCIATION		160.00
23-02222	GRAINGER		4,372.03
23-02223	GREENHAUS PORTABLE RESTROOMS		840.00
23-02224	HARMSSEN, LLC		931.93
23-02225	HEALTHFORCE PARTNERS INC.		6,385.00
23-02226	HELMET R US INC.		3,314.82
23-02227	HIGHWAY AUTO SUPPLY		36.01
23-02228	IMS ALLIANCE		68.41
		Page Total	39,784.59
		Cumulative Total	78,825.46

Snohomish Regional Fire and Rescue Claims Voucher Summary

09/13/2023

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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
23-02229	INTERSTATE ALL BATTERY CENTER		322.62
23-02230	IRON MOUNTAIN INC		931.81
23-02231	ISOUTSOURCE		18,235.97
23-02232	JAMAL BECKHAM		265.50
23-02233	JOSEPH VIRNIG		265.50
23-02234	KENT D. BRUCE CO., LLC		1,003.18
23-02235	KRISTOPHER CHRISTENSEN		850.50
23-02236	L.N. CURTIS & SONS		6,310.30
23-02237	LAKE STEVENS SEWER DISTRICT		99.00
23-02238	LAKE STEVENS SEWER DISTRICT		198.00
23-02239	LEMAY MOBILE SHREDDING		153.00
23-02240	LOCUTION SYSTEMS INC.		2,262.94
23-02241	LOWE'S		1,682.24
23-02242	MATTHEW BERNETHY		40.05
23-02243	MOBILE HEALTH RESOURCES		781.95
23-02244	MONROE PARTS HOUSE		6,776.92
23-02245	MOTOR TRUCKS, INC.		28.42
23-02246	MUNICIPAL EMERGENCY SERVICES, INC.		659.93
23-02247	NATIONAL PUBLIC EMPLOYER LABOR RELATIONS ASSOCIATION		299.00
23-02248	NORTHWEST SAFETY CLEAN		6,152.41
23-02249	ODP BUSINESS SOLUTIONS, LLC		719.57
23-02250	ORION MEDICAL SUPPLY INC		804.67
23-02251	PACIFIC POWER BATTERIES		294.38
23-02252	PATRICK GJERDE		265.50
23-02253	PETROCARD, INC.		2,927.58
23-02254	POSITIVE PROMOTIONS, INC.		563.40
23-02255	PROPERTY MAINTENANCE COM/RES		923.06
23-02256	PUGET SOUND ENERGY		85.44
23-02257	PUGET SOUND ENERGY		170.41
23-02258	PUGET SOUND HARDWARE, INC		420.26
23-02259	PURCELL TIRE & SERVICE CENTER		6,243.93
		Page Total	60,737.44
		Cumulative Total	139,562.90

Snohomish Regional Fire and Rescue Claims Voucher Summary

09/13/2023

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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
23-02260	REPUBLIC SERVICES #197		100.30
23-02261	REPUBLIC SERVICES #197		743.36
23-02262	REPUBLIC SERVICES #197		320.39
23-02263	REPUBLIC SERVICES #197		263.01
23-02264	REPUBLIC SERVICES #197		260.91
23-02265	RICE FERGUS MILLER, INC.		26,580.21
23-02266	S & P DESIGN INC		2,294.49
23-02267	SEATTLE CITY LIGHT		28.12
23-02268	SEA-WESTERN INC		36,089.03
23-02269	SEQUOYAH NETWORK SERVICES		1,347.81
23-02270	SILVER LAKE WATER		121.75
23-02271	SILVER LAKE WATER		185.30
23-02272	SNOHOMISH COUNTY 911		89,325.19
23-02273	SNOHOMISH COUNTY FIRE DISTRICT #4		945.00
23-02274	SNOHOMISH COUNTY PUD		341.58
23-02275	SNOHOMISH COUNTY PUD		189.00
23-02276	SNOHOMISH COUNTY PUD		1,039.22
23-02277	SNOHOMISH COUNTY PUD		117.13
23-02278	SNOHOMISH COUNTY PUD		1,952.48
23-02279	SNOHOMISH COUNTY PUD		691.12
23-02280	SNOHOMISH COUNTY PUD		1,772.37
23-02281	SNOHOMISH REGIONAL FIRE & RESCUE		144,754.63
23-02282	SNOHOMISH REGIONAL FIRE & RESCUE		763.31
23-02283	SNOHOMISH REGIONAL FIRE & RESCUE		3,437.55
23-02284	SNURE LAW OFFICE, PSC		3,616.25
23-02285	SPECTRUM		74.99
23-02286	SPEEDWAY CHEVROLET		6,545.16
23-02287	SPRAGUE PEST SOLUTIONS		1,029.37
23-02288	STATE OF WA DEPARTMENT OF REVENUE		763.31
23-02289	STRYKER SALES CORPORATION		33,111.52
23-02290	SUMMIT LAW GROUP, PLLC		225.00

Page Total

359,028.86

Cumulative Total

498,591.76

Snohomish Regional Fire and Rescue Claims Voucher Summary

09/13/2023

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
23-02291	TELEFLEX, LLC		677.50
23-02292	THE SEPTIC GROUP		237.38
23-02293	TRAVIS JACOBS		12.60
23-02294	TRUE NORTH EMERGENCY EQUIPMENT INC		2,115.81
23-02295	ULINE, INC		3,548.74
23-02296	VERATHON MEDICAL		2,471.53
23-02297	VERIZON WIRELESS SERVICES LLC		5,087.75
23-02298	VERIZON WIRELESS SERVICES LLC		2,720.27
23-02299	VINCENT READ		451.66
23-02300	WASHINGTON STATE HEALTH CARE AUTHORITY		1,891,428.30
23-02301	WASTE MANAGEMENT NORTHWEST		505.33
23-02302	WASTE MANAGEMENT NORTHWEST		255.79
23-02303	WASTE MANAGEMENT NORTHWEST		525.52
23-02304	WASTE MANAGEMENT NORTHWEST		207.41
23-02305	WASTE MANAGEMENT NORTHWEST		426.29
23-02306	WASTE MANAGEMENT NORTHWEST		205.66
23-02307	WASTE MANAGEMENT NORTHWEST		117.54
23-02308	WASTE MANAGEMENT NORTHWEST		232.73
23-02309	WASTE MANAGEMENT NORTHWEST		398.89
23-02310	WASTE MANAGEMENT NORTHWEST		287.09
23-02311	WASTE MANAGEMENT NORTHWEST		194.63
23-02312	WASTE MANAGEMENT NORTHWEST		901.93
23-02313	WASTE MANAGEMENT NORTHWEST		187.07
23-02314	WASTE MANAGEMENT NORTHWEST		1,298.16
23-02315	WELLSPRING FAMILY SERVICES EAP		470.90
23-02316	WEX BANK		25,988.12
23-02317	WHELEN ENGINEERING COMPANY		2,405.64
23-02318	ZIPLY FIBER		1,193.33
23-02319	ZIPLY FIBER		230.76

Page Total

1,944,784.33

Cumulative Total

2,443,376.09



Payroll Summary and Authorization Form for the:

8/31/2023 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 & Rescue

Direct Deposits: \$953,096.83

Paper Checks: \$7,412.31

Taxes: \$258,783.01

Allowed in the sum of: \$1,219,292.15

Reviewed by: Brandon Vargas
District Administrative Coordinator

Prepared by: Crick Ramirez
Payroll Specialist

Approved by Commissioners: _____



BOARD OF FIRE COMMISSIONERS MEETING MINUTES SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room/ Via Zoom
163 Village Court, Monroe, WA 98272
August 23, 2023, 1730 hours

CALL TO ORDER: *Chairman Elmore called to order the meeting at 1730 hours. In attendance were Commissioner Fay, Commissioner Edwards, Commissioner Schaub, and Commissioner Steinruck. In attendance via video was Commissioner Gagnon. Absent with notice was Commissioner Waugh.*

PUBLIC COMMENT: NA

UNION COMMENT: NA

CHIEF'S REPORT: *As Presented by Assistant Chief Lundquist. Highlights included recognizing the crews for all of the training they put in to be ready for calls such as the recent tech rescue call at Brightwater.*

COMMISSIONER REPORTS: *Capital Facilities meeting reported on by Commissioner Steinruck. Discussion items included station updates and Admin building lease renewal with Department of Children, Youth and Family.*

Finance Committee meeting was reported on by Chairman Elmore. Highlights included the 2nd quarter Finance Report and Admin Building lease.

Commissioner Fay reported that Sno Isle Commissioners will start meeting again in September.

Policy Committee was reported on by Commissioner Schaub. Chairman Elmore gave kudos to the group that worked on the decontamination policy.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 23-02049 to 23-02059; (\$750,623.43)

AP Vouchers: 23-02060 to 23-02149; (\$607,431.36)

Approval of Payroll

August 15, 2023 (\$1,205,969.75)

Approval of Minutes

Approve Regular Board Meeting Minutes – August 10, 2023



Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Steinruck and 2nd by Commissioner Edwards.

On Vote, Motion carried 6/0

OLD BUSINESS

Discussion

Action

Resolution 2023-8; Three (3) New Ambulance Chassis Commitment

Assistant Chief Messer explained the need for a resolution to authorize a purchase not on the state bid. This is due to the supply chain for the chassis being very limited.

Motion to approve Resolution 2023-8.

Motion by Commissioner Fay and 2nd by Commissioner Schaub.

On Vote, Motion carried 6/0

NEW BUSINESS

Discussion

Admin Building Lease

Assistant Chief Messer thanked Deputy Chief Rasmussen for working with DCYF on this contract. DCYF has agreed to move out of the top floor leaving the second floor open for use by Snohomish Regional Fire & Rescue. This contract has no 5-year renewal. DCYF wants a clause to give 180-day notice if they find somewhere else before the end of the 5-year lease.

Action

GOOD OF THE ORDER

Commissioner Fay wants to have a conversation about calendars and missteps with the calendar invites regarding all the different committees. He would like to see this as a future agenda item.

Commissioner Elmore shared Penny Coyne will be hosting a Fire Family Picnic on August 26th.

Discussion of the Monroe Fair Days Parade. Thank you to Jason Bowen for being willing to drive the Pirsch in the parade.

ATTENDANCE CHECK: Board Members noted availability for the next Commissioners Meeting September 14, 2023, at 1730 hours at Station 31 Training Room/Zoom.

EXECUTIVE SESSION: N/A

ADJOURNMENT: Chairman Elmore adjourned the meeting at 1746 hours.



Snohomish Regional Fire & Rescue

Commissioner Rick Edwards

Chairman Troy Elmore

Vice Chairman Randy Fay

Commissioner Paul Gagnon

Commissioner Jeff Schaub

Commissioner Jim Steinruck

Commissioner Roy Waugh



OLD BUSINESS

DISCUSSION





OLD BUSINESS

ACTION





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

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

Initiative Name:	Administration Building Lease Renewal		
Executive member responsible for guiding the initiative:	DC Ron Rasmussen		
Type of Action:	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Resolution	
Initiative Description:	<p>We are requesting a motion from the board to approve the Lease renewal for the Admin Building to DCYF. The Current lease ends August 31st, 2023. DCYF was granted a 5-year renewal option through the original contract. During negotiations we worked with DES and DCYF on decreasing DCYF leasable square footage to allow for more space for SRFR staff. Giving SRFR the entire upstairs for additional much needed office space.</p> <p style="text-align: center;"><u>Lease Highlights</u></p> <ul style="list-style-type: none"> • DCYF will decrease their leasable space from 14,191 sq ft. to 9,965 sq ft. • Increase lease rate to \$24.28 a square ft. from \$19.25 sq ft. lease income goes from \$22,173 to \$20,162 a month. • DCYF will continue to pay for natural gas and electricity for their leasable space. • There will be no 5-year renewal option and DCYF will have an opt out clause with 180-day notice. • SRFR will construct a 10x12 office space downstairs for DCYF. This has been previously approved by the BOC. • SRFR to correct maintenance items listed in section 21 by September 1st. These items will be completed by the 1st. 		
Initiative Description:	<ul style="list-style-type: none"> • Brief Description • Goal of Initiative • Initiative Results (deliverables) • Connection to Strategic Plan • Supporting Documentation (attach) <ul style="list-style-type: none"> ○ Scope of work ○ Contract(s) ○ Project proposal(s) ○ Presentation(s) • If Financial: Reason RAB must be approved outside of the annual budget process 		
Financial Impact:	<p>Expense: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/> N/A</p> <p>Revenue: <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease <input type="checkbox"/> N/A</p> <p>Total amount of initiative (attach amount breakdown if applicable): \$</p> <p>Initial amount: \$</p> <p>Long-term annual amount(s): \$</p> <p>Currently Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <p>Budget Amendment Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <ul style="list-style-type: none"> • If yes: Fund(s)/line item(s) to be amended: 		

Risk Assessment:	Risk if approved: None. Risk if not approved: Loss of additional office space which is much needed for SRFR staff.	
Legal Review:	<input type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input checked="" type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): <ul style="list-style-type: none"> • Contracts • Has been reviewed and approved by legal • Includes all costs • Includes term • Includes 'do not exceed' language <input type="checkbox"/> N/A	
Presented to, and Approved by, Senior Staff	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Commissioner Sub-Committee Approval	Initiative presented to commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Approved by commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A: <input type="checkbox"/>	
For Fire Chief Approval:	<input type="checkbox"/> RAB document complete <input type="checkbox"/> Supporting documentation attached <input type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Support (Mindy Leber) <i>Fire Chief will approve and distribute by email to the Board of Commissioners – RAB executive/senior staff will be cc'd on the email distribution</i> <i>Fire Chief will coordinate with Senior Staff for RAB introduction</i>	
RAB Executive: Confirmed email sent to Board by Fire Chief	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Board of Fire Commissioners	RAB initiatives go through the following process: <ol style="list-style-type: none"> 1. Senior Staff approval to move forward to a committee/board 2. Initiatives are introduced to the appropriate committee for review 3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item <ul style="list-style-type: none"> ○ The Senior Staff member assigned to develop the initiative presents initiative to the Board (maximum time for presentation is ten minutes) 4. At a second commissioner meeting, initiatives may be assigned as an action item for approval 	
Execution:	It is the responsibility of the RAB Executive to execute implementation, processing, and tracking.	

AFTER RECORDING RETURN TO:

Department of Enterprise Services
 Real Estate Services
 P. O. Box 41468
 Olympia, Washington 98504-1468

Lease No. SRL 23-0075
 Project No. 21-05-196

(Monroe) GAS/ams
 Page 1 of 10
 Date: June 1, 2023

LEASE

THIS LEASE is made and entered into between Snohomish Regional Fire Rescue, a municipal corporation, whose address is 163 Village Court, Monroe, Washington 98272, for its heirs, executors, administrators, successors, and assigns, hereinafter called the Lessor, and the STATE OF WASHINGTON, Department of Children, Youth and Families, acting through the Department of Enterprise Services, hereinafter called the Lessee.

WHEREAS, the Department of Enterprise Services is granted authority to lease property under RCW 43.82.010;

WHEREAS, the Lessor and Lessee deem it to be in the best public interest to enter into this Lease;

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, IT IS MUTUALLY AGREED AS FOLLOWS:

LEASED PREMISES

1. The Lessor hereby leases to the Lessee the following described premises:

Tax Parcel Number: 00776300002500

Common Street Address: 953 Village Way and Village Court, Monroe, Washington 98272

Approximately 9,965 square feet of BOMA rentable office space in the building located at Lot 25, Mina Street Village, Monroe, Washington, 98272 (the "Building"), together with the non-exclusive use of the common, code, on-site parking. The property upon which the Building is situated is legally described as follows:

Lot 25, MAIN STREET VILLAGE, according to the plat thereof recorded in Volume 49 of Plats, pages 221 through 223, inclusive, in Snohomish County, Washington.

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Lease No. SRL 23-0075

June 1, 2023

Page 2 of 10

USE

2. The premises shall be used by the Department of Children, Youth and Families and/or other state agencies for the following purpose(s): office space. Office use includes associated office activities, such as trainings, conferences, retreats, open public meetings, health and wellness activities, and office related parties and social events.

TERM

3. TO HAVE AND TO HOLD the premises with their appurtenances for the term beginning September 1, 2023 and ending August 31, 2028.

RENTAL RATE

4. The Lessee shall pay rent to the Lessor for the premises at the following rate:

Twenty Thousand One Hundred Sixty-two Dollars and Fifty-two Cents

\$20,162.52 per month

Payment shall be made at the end of each month upon submission of properly executed vouchers.

4.1. The Lessee shall not be required to pay the rental rate referenced in Section 4 above until all of the work requested by Lessee in Additional Lease Provisions Section(s) 21 and has been completed by Lessor. Until all such work is completed and approved by Lessee, the rate of \$15,570.31 per month, as required under SRL 16-0021 shall be paid. There will be no reimbursement to Lessor of the difference in rent for the period of time the lease rate was reduced.

INCENTIVES

5. [Intentionally deleted]

EXPENSES

6. During the term of this Lease, Lessor shall pay all real estate taxes, all property assessments, insurance, exterior and interior window washing, landscape and irrigation water, and maintenance and repair as described below, together with natural gas, electricity, stormwater, water, sewer, garbage collection, recycling, elevator service (if any), and janitorial services. Janitor service includes interior window washing, restroom supplies and light bulb replacement and such other items as set forth in Exhibit "J" which is attached hereto and incorporated by reference.

6.1. Lessee shall reimburse Lessor for its prorata share of the following costs: natural gas and electricity. Lessor shall submit a monthly voucher (with a copy of all bills and proof of payment for which reimbursement is requested) to be paid by Lessee for its prorata portion based on Lessee's leased space.

Lessee occupies 9,965 square feet or 49 percent of the total building and shall pay 49 percent of such charges.

MAINTENANCE AND REPAIR

7. The Lessor shall maintain the premises in good repair and tenantable condition during the continuance of this Lease, except in case of damage arising from the negligence of the Lessee's agents or employees. For the purposes of maintaining and repairing the premises, the Lessor reserves the right at reasonable times upon reasonable notice to enter and inspect the premises and to make any necessary repairs to the building. Lessor's maintenance and repair obligations shall include, but not be limited to, the mechanical, electrical, interior lighting (including replacement of ballasts, starters, fluorescent tubes, light bulbs, LED fixtures and lighting elements, as required), plumbing, heating, ventilating

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and air-conditioning systems (including replacement of filters as recommended in equipment service manual); floor coverings; window coverings; elevators (including communications systems); inside and outside walls (including windows and entrance and exit doors); all structural portions of the building (including the roof and the watertight integrity of same); porches, stairways; sidewalks; exterior lighting; parking lot (including snow removal, cleaning and restriping as required); wheel bumpers; drainage; landscaping and continuous satisfaction of all governmental requirements generally applicable to similar office buildings in the area (example: fire, building, energy codes, indoor air quality and requirements to provide architecturally barrier-free premises for persons with disabilities, etc.).

7.1. Lessor shall as part of maintenance provide de-icing and snow and debris removal service. At a minimum, Lessor shall treat or remove, before normal business hours and at other times as soon as practical thereafter, debris, snow and/or ice from the parking lot and all sidewalks and entrances. Without prior notice, Lessor shall apply de-icer and/or sand as necessary to any sidewalks and entrances to avoid unsafe conditions; snow removal in parking lots to take place when an excess of 2 inches of snow occurs; provided, any icy or dangerous conditions must be addressed. This provision does not create any third parties beneficiary rights, including but not limited to rights in any member of the public or state employees, to enforce this provision, rely upon it, or to reference it in any legal action.

ASSIGNMENT/SUBLEASE

8. Except for sublet for use by other State agencies per the "USE" section herein, the Lessee may not assign this Lease or sublet the premises without the prior written consent of the Lessor, which consent shall not be unreasonably withheld or delayed. Lessor shall respond to approve or disapprove a request for consent within thirty (30) days of receipt of the request. If such response is not received within thirty days, it will be considered approved and Lessee will proceed with sublease. Lessee shall not permit the use of the premises by anyone other than the Lessee, such assignee or sublessee, and the employees, agents and servants of the Lessee, assignee, or sublessee. Any assignment or sublease in violation of this paragraph will be void. The consent by Lessor to any assignment or sublease will not be construed to relieve Lessee from obtaining Lessor's prior written consent in writing to any further assignment or sublease.

RENEWAL/CANCELLATION

9. It is provided, however, that there is expressly reserved to the Lessee the right and option to terminate this Lease and to relinquish and give up said premises by giving written notice to the Lessor at least one hundred eighty (180) days prior to the effective date of such termination, in which event rent shall be prorated to the date of termination.

PAYMENT

10. Any and all payments provided for herein when made to the Lessor by the Lessee shall release the Lessee from any obligation therefor to any other party or assignee.

COMPLIANCE WITH STATE/FEDERAL LAWS

11. Lessor is responsible for complying with all applicable provisions of the Americans With Disabilities Act of 1990, and all amendments and regulations thereto and the Washington State Law Against Discrimination, Chapter 49.60 RCW, as well as the regulations adopted thereunder, with respect to the Leased Premises.

FIXTURES

12. The Lessee, upon the written authorization of the Department of Enterprise Services, shall have the right during the existence of this Lease with the written permission of the Lessor (such permission shall not be unreasonably withheld), to make alterations, attach fixtures, and erect additions, structures or signs, in or upon the premises hereby leased. Such alterations,

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fixtures, additions, structures and signs shall be authorized only by the Department of Enterprise Services. Performance of any of the rights authorized above shall be conducted in compliance with all applicable governmental regulations, building codes, including obtaining any necessary permits. Any fixtures, additions, or structures so placed in or upon or attached to the premises shall be and remain the property of the Lessee and may be removed therefrom by the Lessee upon the termination of this Lease. Any damage caused by Lessee's removal of any of the above items shall be repaired by the Lessee. Any improvements that the Lessee does not remove within 30 days after the termination of the Lease shall become the property of the Lessor, and the Lessee shall have no responsibility to remove them, pay for removal, or repair any damage caused by their removal by another. This provision shall survive termination of the Lease.

All alterations, additions, and improvements consented to by Lessor shall be made in good and workmanlike manner and shall comply with all applicable laws, codes, ordinances, rules and regulations.

Lessee will pay or cause to be paid all lawfully owed costs and changes for (a) work done by Lessee or caused to be done by Lessee, in or to the premises, and (b) all materials furnished for or in connection with such work. If Lessee receives written notice that a mechanics lien or claim or lien has been or is about to be filed against the premises or that any action affecting title to the premises has been commenced on account of work done by or for or materials furnished to or for Lessee, it will promptly give Lessor written notice of such notices.

REMODEL

13. At Lessor's sole cost and expense, Lessor shall construct an office space that is in accordance with the leased space requirements attached as "Exhibit A" and the statement of work attached as "Exhibit B". Lessee shall have no less than 15 days after the completion of work in Exhibit B to relocate to leased space. It is the intent of the parties that, other than the transition period into the renovated facility, Lessee will not be obligated to rent payments for more than one facility.

ALTERATIONS/IMPROVEMENTS

14. In the event the Lessee requires alterations/improvements during the term of this Lease, any renewals and/or modifications thereof, the Lessor shall have the right to provide such services. If required by state law, the Lessor shall pay prevailing rate of wage to all workers, laborers or mechanics employed to perform such work as well as comply with the rules and regulations of the Department of Labor & Industries. If the Lessee considers Lessor's proposed costs for alterations/ improvements excessive, Lessee shall have the right, but not the obligation, to request and receive at least two independent bids; and the Lessee shall have the right at its option to select one alternative contractor whom the Lessor shall allow to provide such services for the Lessee in compliance with the Lessor's building standards and operation procedures.

PREVAILING WAGE

15. Lessor agrees to pay the prevailing rate of wage to all workers, laborers, or mechanics employed in the performance of any part of this Lease when required by state law to do so, and to comply with the provisions of Chapter 39.12 RCW, as amended, and the rules and regulations of the Department of Labor and Industries and the schedule of prevailing wage rates for the locality or localities where this Lease will be performed as determined by the Industrial Statistician of the Department of Labor and Industries, are by reference made a part of this Lease as though fully set forth herein.

DISASTER

16. In the event the leased premises are destroyed or injured by fire, earthquake or other casualty so as to render the premises unfit for occupancy, and the Lessor(s) neglects and/or refuses to restore said premises to their former condition, then the Lessee may terminate this Lease and shall be reimbursed for any unearned rent that has been paid. In the event said premises are

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partially destroyed by any of the aforesaid means, the rent herein agreed to be paid shall be abated from the time of occurrence of such destruction or injury until the premises are again restored to their former condition, and any rent paid by the Lessee during the period of abatement shall be credited upon the next installment(s) of rent to be paid. It is understood that the terms "abated" and "abatement" mean a pro rata reduction of area unsuitable for occupancy due to casualty loss in relation to the total rented area.

NO GUARANTEES

17. It is understood that no guarantees, express or implied, representations, promises or statements have been made by the Lessee unless endorsed herein in writing. And it is further understood that this Lease shall not be valid and binding upon the State of Washington, unless same has been approved by the Director of the Department of Enterprise Services of the State of Washington or his or her designee and approved as to form by the Office of the Attorney General. Any amendment or modification of this Lease must be in writing and signed by both parties.

ENERGY CONSERVATION

18. [Intentionally deleted]

REIMBURSEMENT FOR DAMAGE TO PREMISES

19. The Lessee hereby agrees to reimburse the Lessor for damages caused by the negligence of its employees and agents, but in no event shall this section be construed as diminishing the Lessor's duty to make repairs as set forth in preceding sections of this Lease, or as making Lessee responsible for the repair of normal wear and tear.

HAZARDOUS SUBSTANCES

20. Lessor warrants to his/her knowledge that no hazardous substance, toxic waste, or other toxic substance has been produced, disposed of, or is or has been kept on the premises hereby leased which if found on the property would subject the owner or user to any damages, penalty, or liability under any applicable local, state or federal law or regulation.

Lessor shall indemnify and hold harmless the Lessee with respect to any and all damages, costs, attorneys' fees, and penalties arising from the presence of any hazardous or toxic substances on the premises, except for such substances as may be placed on the premises by the Lessee.

ADDITIONAL LEASE PROVISIONS

21. It is agreed that the Lessor shall, at Lessor's sole cost and expense, on or before September 1, 2023, complete in a good and workmanlike manner, in accordance with state Leased Space Requirements, Edition 1.0 and addenda, if any, attached hereto and incorporated herein by reference as Exhibit "A", the following items:

NOTE: Where work may disrupt and/or negatively impact Lessee's staff and their work, please contact Lessee at least sixty (60) days prior to anticipated start date in order to minimize disruptions.

Critical Health/Life Safety Issues:

- Fire extinguisher service is current
- Service emergency lighting to ensure operation as designed
- Emergency exit hardware functional
- Egress routes clearly marked, uncluttered

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INTERIOR:

- a. **Ceiling Tiles:** (09 51 00 – Acoustical Ceiling) Replace all stained and/or damaged ceiling tiles to achieve a uniform like-new, finished appearance. Prior to replacing the damaged tiles, verify that the condition that caused this problem has been satisfactorily resolved to prevent further damage or reoccurrence.
- b. **Print room:** Transition strip needs replaced.
- c. **Robin Jennings office:** repair scuffs on exterior of door.
- d. **FTDM room:** provided and install a sign on door. (Item 11)
- e. **Southwest corner:** repair scuffs on base and wall outside of FTDM room. (Item 12)
- f. **File room:** Replace transition strip. (Item 16)
- g. **Plumbing:** (22 40 00 Fixtures; 1.1, 1.3)
 - i. Repair/replace instant hot – not always hot.
 - ii. Repair or replace faucet – loose.
 - iii. Women’s restroom: First stall door latch needs adjustment – doesn’t latch.
 - iv. Client bathroom in Northeast corner: TP roll - replace with double toilet paper dispenser. (Item 6)
 - v. Shower room: Shower drain needs to be fastened. (Item 9)

CANCELLATION/SUPERSESION

22. This Lease cancels, supersedes, or replaces SRL 16-0021 dated July 14, 2016, and all modifications thereto effective September 1, 2023.

DUTY TO CURE

23. Upon receiving notice of a condition requiring a cure, the party obligated to effect the cure shall initiate and complete cure or repair of such condition within a reasonable time. A condition requiring cure includes, without limitation: (1) a condition for which the Lease requires either party to undertake repair/ replacement and/or other maintenance of the Premises, (2) a condition where either has failed to maintain a service or utility account in good standing as required by the Lease, and (3) any other condition resulting from a party’s failure to carry out any obligation under the Lease, including without limitation obligations for rent, charges, improvements, alterations, and/or deferred maintenance, and remediation of damages for which a party is responsible under the Lease. Premises include all fixtures and equipment provided within the Premises by the Lessor.

The term “reasonable time” as used within this section of the Lease shall mean as soon as reasonably possible but no longer than thirty (30) days, unless either (1) an emergency condition exists requiring an immediate cure to promptly begin without delay, usually within hours and to be complete within 24 hours to the extent reasonably possible in light of the nature of the condition and circumstances, or (2) a non-emergency condition exists that is not reasonably possible to cure within 30 days with due diligence and the breaching party provides the level of cure or preparation for cure that is reasonably possible to do with due diligence within 30 days.

If an emergency or non-emergency condition exists that is not reasonably possible to completely cure within 24 hours or 30 days, respectively, the party obligated to cure shall so notify the other party within 24 hours or 30 days, respectively. Such notice shall explain why the cure is not reasonably possible with due diligence to complete within 24 hours (if an emergency) or 30 days (if a non-emergency) and provide the earliest date that the work can be completed as soon as reasonably possible. It is not a justifiable ground for delay that the party obligated to effect the cure does not have available funding to accomplish the cure or that a preferred contractor has limited availability if other contractors can satisfactorily perform the work sooner at reasonable cost.

The term “emergency condition” shall mean a condition requiring a cure that (i) prevents or substantially disrupts the Lessee from using all or a substantial part of the premises, or (ii) causes or

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substantially threatens to cause injury to persons or damage to property or raises a substantial danger to the health or safety of any persons on or using the premises.

Notice under the Duty to Cure and Self Help sections may be by the means allowed in the Notice section, but in addition includes actual notice/awareness that Lessor or Lessee has of a condition independent of any such notice. In addition to the above, when an emergency condition exists, notice may be in-person, oral, email, telephone, or through other means that places the information before the Lessor or Lessee of which he or she would reasonably be expected to learn or notice.

SELF HELP

24. If the party obligated to effect the cure does not cure within the time required by this Lease, the other party may cure all or part of the default after providing notice to the party obligated to effect the cure of its intent to perform such cure, and, if applicable, recover the costs incurred in curing the default. If the nonbreaching party is the Lessee, the Lessee may deduct all reasonable costs incurred from rent or other charges owed to Lessor. If the nonbreaching party is the Lessor, Lessor will submit properly executed vouchers and proof of payment to Lessee and Lessee shall remit payment to Lessor within thirty (30) days or as soon as is practicable. A party's costs incurred to cure include, but are not limited to, all reasonable out-of-pocket expenses, payment of unpaid utility or services charges for which the other party is responsible, and all administrative costs the non-breaching party reasonably incurs and documents in performing or arranging for performance of the cure.

The nonbreaching party is under no obligation to cure some or all of the default of the breaching party. To the extent that the nonbreaching party does not cure the default, the nonbreaching party may pursue its legal and contractual remedies against the breaching party. The nonbreaching party's failure to cure the breaching party's default does not waive the nonbreaching party's rights to relief. Nothing herein removes or lessens either party's obligation to mitigate damages.

If the Lessee elects to cure using self-help in part or whole, the Lessor shall defend, save, and hold harmless the Lessee, its authorized agents and employees, from all claims, actions, costs, damages or expenses of any nature whatsoever arising out of or in connection with such cure, except where RCW 4.24.115 is applicable and injuries and/or damages are caused by the sole negligence of the Lessee, its agents, or employees. If RCW 4.24.115 is applicable and liability for damages arises out of bodily injury to persons or damages to property and is caused by or results from the concurrent negligence of the Lessee, its agents, or employees, Lessor's liability, including the duty and cost to defend, hereunder shall apply only to the extent of the negligence of Lessor, its agents, or employees.

DEFAULT LEADING TO TERMINATION

25. If either party fails to initiate and complete cure of a condition requiring cure within a reasonable time after receiving notice of such condition, the nonbreaching party may initiate a default leading to termination of the Lease by providing written notice to the breaching party of the continuing breach. If the breaching party does not complete the cure of the breach within 60 days after receiving such written notice initiating default leading to termination, the nonbreaching party may at such time, or at a later date if the cure has still not been completed, declare a termination by default by so notifying the breaching party. Cure of a condition after a valid notice of termination by default is provided, but before termination, shall void a valid notice of termination of the Lease.

If a termination by default is declared or a court so orders, the date of termination shall be determined based on the earliest reasonable date that the Lessee may move and relocate from premises or as agreed by the parties. The determination shall be made in light of available funding for the move, the date at which suitable replacement premises can be fully available, and the time reasonably needed to plan and complete the move.

Please Initial

gas/ _____

CONDEMNATION

26. If any of the premises or the Building, as may be required for the reasonable use of the premises, are taken by eminent domain, this Lease shall automatically terminate as of the date Lessee is required to vacate the premises and all rentals shall be paid to that date. In case of a taking of a part of the premises, or a portion of the Building not required for the reasonable use of the premises, at Lessee's determination, then the Lease shall continue in full force and effect and the rental shall be equitably reduced based on the proportion by which the floor area of the premises is reduced, such rent reduction to be effective as of the date possession of such portion is delivered to the condemning authority. Lessor reserves all rights to damages and awards in connection therewith, except Lessee shall have the right to claim from the condemning authority the value of its leasehold interest and any relocation benefits.

MONTH TO MONTH TENANCY

27. If Lessee remains in possession of the premises after the expiration or termination of the Lease term, or any extension thereof, such possession by Lessee shall be deemed to be a month-to-month tenancy, terminable as provided by law. During such month-to-month tenancy, Lessee shall pay all rent provided in this Lease or such other rent as the parties mutually agree in writing and all provisions of this Lease shall apply to the month-to-month tenancy, except those pertaining to term and option to extend.

SUBORDINATION

28. So long as Lessor has fully performed under the terms of this Lease, Lessee agrees to execute, within ten (10) days of written request by Lessor, the state's standard Tenant Estoppel and Subordination Agreements which have been approved as to form by the Office of the Attorney General. A \$400.00 processing fee will be assessed for processing these documents.

CAPTIONS

29. The captions and section headings hereof are inserted for convenience purposes only and shall not be deemed to limit or expand the meaning of any section.

INTEGRATED DOCUMENT

30. This Lease and the exhibits hereto constitute the entire agreement between the parties with respect to the lease of Premises and supersedes all prior and contemporaneous agreements and understandings between the parties hereto relating to the subject matter hereof.

NOTICES

31. Wherever in this Lease written notices are to be given or made, except for alternative means of notice provided for the Duty to Cure and Self Help sections, the notices shall be sent by certified mail to the address listed below unless a different address shall be designated in writing and delivered to the other party.

LESSOR: Snohomish Regional Fire Rescue
163 Village Court
Monroe, Washington 98272

LESSEE: Department of Enterprise Services
 Real Estate Services
 1500 Jefferson Street S.E., 2nd Floor
 Post Office Box 41468
 Olympia, Washington, 98504-1468

SRL 23-0075

Please Initial

gas / _____

EXHIBITS

32. The following exhibits described herein and attached hereto, are fully incorporated into this Lease by this reference:

- a) Exhibit A: The Leased Space Requirements
- b) Exhibit B: Scope of Work
- c) Exhibit J: Janitorial Requirements

IN WITNESS WHEREOF, the parties subscribe their names.

Snohomish Regional Fire Rescue

STATE OF WASHINGTON

By: _____

Printed Name: _____

Title: _____

Date: _____

Department of Children, Youth, and Families

Acting through the Department
of Enterprise Services

Richard J. Bushnell, Assistant Director
Real Estate Services

Date: _____

RECOMMENDED FOR APPROVAL:

Geri Scott

Geri Scott, Property and Acquisition Specialist
Real Estate Services

Date: 08/14/2023

APPROVED AS TO FORM:

By: _____
Assistant Attorney General

Date: _____

Please Initial

gas / _____

Lease No. SRL 23-0075

June 1, 2023

Page 10 of 10

STATE OF _____)
) ss.
County of _____)

On this ____ day of _____, 20__ before me personally appeared _____ and said person(s) acknowledged that _____ signed this instrument, and on oath stated that _____ was authorized to execute the instrument and acknowledged it as the _____ of _____ to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.

(Affix notary seal in box)

Notary Public in and for the State of Washington,
Residing at _____
My commission expires _____

STATE OF WASHINGTON)
) ss.
County of Thurston)

I, the undersigned, a Notary Public, do hereby certify that on this ____ day of _____, 20____, personally appeared before me RICHARD J. BUSHNELL, Assistant Director, Real Estate Services, Department of Enterprise Services, State of Washington, to me known to be the individual described in and who executed the within instrument, and acknowledged that he signed and sealed the same as the free and voluntary act and deed of the Department, for the purposes and uses therein mentioned, and on oath stated that he was duly authorized to execute said document .

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.

(Affix notary seal in box)

Notary Public in and for the State of Washington,
Residing at _____
My commission expires _____

Please Initial
gas / _____



Washington State Department of
Enterprise Services
 REAL ESTATE SERVICES

LEASED SPACE REQUIREMENTS

This document contains general information and performance standards for State leased facilities administered by the Department of Enterprise Services, Real Estate Services. Revisions to this document will be approved and issued by RES in the form of version sequences, the first being Edition 1.0.

REVISION HISTORY			
EDITION	ISSUE DATE	CHANGE SUMMARY	AUTHOR
LSR 2005	N/A	N/A	N/A
LSR 1.0	10/02/2019	Update to current CSI format; update code references; update Bid Cost Breakdown; add New Space Addendum with minimum requirements worksheet.	Regina M. Leccese; RES



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GENERAL INFORMATION

1.0 INTRODUCTION

1.1 PURPOSE

The Leased Space Requirements (LSR) is a document providing general information and performance requirements for leased space procured by the State of Washington, Department of Enterprise Services (DES), Real Estate Services (RES), as authorized by Chapter 43.82.010 of the Revised Code of Washington, "State Agency Housing." In combination with RES provided drawings, specifications, and any RES-approved addenda attached as Exhibits to the Lease.

This document and supporting forms may be accessed electronically at the following website:

https://des.wa.gov/about/forms-publications/forms#Real_Estate

1.2 ORGANIZATION

The LSR is organized as follows:

General Information: This section includes definitions of terms that apply within this document and procedural standards for completing new space and alterations of existing space.

Specifications: This section utilizes the Construction Specifications Institute's (CSI) 32-division format for describing the minimum standards and performance requirements for all procedures, materials, and systems utilized in the leased space.

Bid Cost Breakdown - provided on the web page referenced above.

2.0 DEFINITIONS

2.1 ADDENDUM

NEW SPACE ADDENDUM: a RES-approved document describing the minimum requirements for leased space, including both qualitative and quantitative features. This document is an integral part of the Advertisement for Space. Related project costs shall be itemized on the Bid Cost Breakdown in the "Cost to Lessor" column.

AGENCY ADDENDUM (New Leased Space projects): a RES-approved document describing items or conditions for new space that vary from the requirements delineated in the NEW SPACE ADDENDUM. This document is an integral part of the Advertisement for Space. Related project costs shall be itemized on the Bid Cost Breakdown in the "Cost to Lessor" column.

2.2 ADDITIONAL TENANT IMPROVEMENTS

Project requirements that exceed the minimum requirements delineated in the NEW SPACE ADDENDUM to the Leased Space Requirements. , Lessor shall itemize these costs on the Bid Cost Breakdown Form (BCB) in the "Cost to Agency" column.

2.3 ALTERATIONS

The modification of existing tenant improvements or construction of new tenant improvements in existing leased space, which includes leased space after new construction is complete. Tenant improvements include all of the constructed structures, additions, and

fixtures and equipment provided in the leased space, regardless of who paid for the item, unless otherwise provided in the Lease.

2.4 APPROVAL

The itemized costs will be reviewed by the Project Team and authorized by the RES Design Professional.

2.5 AUTHORITY HAVING JURISDICTION (AHJ)

The local code enforcement/permitting agency and its representative officials.

2.6 AUTHORITY TO PAY (ATP)

A document prepared by the RES Design Professional and approved by the RES Design and Construction Program Manager authorizing the Lessee to make payment on the construction costs.

2.7 BID COST BREAKDOWN FORM (BCB)

The Bid Cost Breakdown form is submitted by the Lessor to the RES Design Professional after evaluating the RES/Agency approved drawings. The form is designed to identify costs borne by the Lessor, and costs borne by the State Agency for additional tenant improvements. The BCB form is available online at https://des.wa.gov/about/forms-publications/forms#Real_Estate.

2.8 CHANGE ORDERS

RES-approved modifications (additions or subtractions/deletions) to the project's scope of work after signing of the Construction Bid Cost Breakdown Form and execution of the Lease.

2.9 CONSTRUCTION DOCUMENTS

Drawings and specifications prepared and signed by a licensed Architect and/or Engineer retained by the Lessor. Construction documents include the contract for construction between the Lessor and its General Contractor.

2.10 DESIGN PROFESSIONAL

The RES Design Professional is the Architect, Facility Planner, or Construction Project Coordinator responsible for creation of the drawings, specifications, and addenda as required to document the scope of work for tenant improvements. (See PLANS and ADDENDUM). Additional responsibilities and authority of the RES Design Professional are found throughout the LSR.

2.11 EXISTING CONDITIONS

Where existing conditions are indicated on RES-approved plans, they represent work to remain unchanged in the project.

2.12 LEASE

The term "Lease" means the original Lease including all amendments, exhibits, attachments, and addenda that are part of the Lease or any amendment.

2.13 NEW LEASED SPACE

The term "new leased space" means space that is leased for the first time by a state agency, acting through DES (hereafter, a "state agency lease"). Both existing space and newly constructed space may be new leased space. New leased space does not include back-to-

back state agency leases or state agency leases separated by less than one year from the end date of the prior state agency lease and the commencement date of a new state agency lease.

2.14 NOTICE TO PROCEED

For new leased space, the executed lease will serve as notice to proceed with the required tenant improvements. For alterations to existing space not associated with a new lease or renewal, the RES Design Professional will issue a Notice to Proceed letter accompanied by a signed Bid Cost Breakdown form.

2.15 PLANS and/or DRAWINGS

Where “plans” and/or “drawings” are referenced herein, they refer to RES-approved plans and drawings. The RES-approved drawings will include RES and Lessee approval signatures, and become a lease exhibit. RES plans are not intended to be used for permitting or construction, but to establish the complete scope of work for tenant improvements.

2.16 PROJECT TEAM

The State’s Project Team consists of the RES Lease Agent, the RES Design Professional, the Agency Facility Planner and a local representative of the Lessee. The team’s responsibility is to facilitate, approve, and administer the project, from lease negotiations to final acceptance of the built facility and execution of the Lease. The approval of any directives for any phase of the project originates with this group. The Project Team works directly with the Lessor or Lessor’s designee to implement all phases of the project. Only the RES Design Professional may authorize Change Orders, approve the work, and release the Authority to Pay to the Lessee for Tenant Improvement (TI) construction costs and Change Orders.

2.17 PUNCH LIST

An itemized listing of incomplete work and/or deficiencies, which the Lessor is obligated to resolve based on the project’s scope of work, as observed and documented by the RES Design Professional. Authority to Pay will only be issued after all punch list work is completed and approved by the RES Design Professional.

2.18 REVIEW

Examination by the RES Design Professional to determine if a product or material submittal or project construction is consistent with the Lease Space Requirements and project plans. Review by the RES Design Professional does not supplant the need for review of shop drawings and submittals by a licensed engineer or design professional for conformance of products, materials or systems with the construction documents.

2.19 SUBSTANTIAL COMPLETION

As determined by the RES Design Professional, substantial completion is achieved subsequent to the punch list inspection and receipt of the Certificate of Occupancy or the final signed-off building permit.

3 GENERAL REQUIREMENTS

3.1 CODE COMPLIANCE

All spaces leased to the State of Washington shall meet or exceed the requirements of all applicable State and Local governing codes in place as of the date of issuance of the relevant

building permit by the AHJ in compliance with Washington Administrative Code (WAC) Title 51. These requirements include, but are not necessarily limited to, the most current edition of the State Building Code, containing the Washington State Regulations for Accessibility, all Accessibility regulations per Washington State Amendments to the International Building Code (IBC), and the Washington State Energy Code (WSEC). All improvements required to meet these codes and regulations are the financial responsibility of the Lessor.

3.2 SUSTAINABILITY

This document specifies current sustainable products, practices and elements; however, further efforts toward sustainability are encouraged.

Projects requiring compliance with specific LEED™ (US Green Building Council's Leadership in Energy and Environmental Design) sustainability criteria will be identified in the project Request for Proposal advertisement and will include a project-specific RES Addendum that will define requirements for complying with LEED™.

3.3 LIFE CYCLE COST ANALYSIS

RCW 39.35 and 39.35B require a Life Cycle Cost Analysis as part of renovation or construction of publicly-owned or leased buildings having 25,000 square feet or more of usable space. The Life Cycle Cost Analysis shall be completed by the Lessor and submitted to RES prior to completion of the preliminary drawing phase, and shall be used to help select building systems that will both conserve energy and reduce operating costs. Refer to the Department of Enterprise Services Division of Engineering & Architectural Services' publication: [Energy Life Cycle Cost Analysis, Guidelines for Public Agencies](https://www.des.wa.gov/services/facilities-leasing/energy-program/energy-life-cycle-cost-analysis) for information and format (website: <https://www.des.wa.gov/services/facilities-leasing/energy-program/energy-life-cycle-cost-analysis>).

3.4 ACCESSIBILITY

New construction of buildings, which provide leased facilities to the State of Washington, shall meet the accessibility requirements under the applicable State building codes and the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Alterations to existing facilities shall meet the requirements under the applicable version of the International Existing Building Code (IEBC), the requirements of the local jurisdiction, and any governing State Statute.

1. On all as-built drawings or proposal drawing submittals, the Lessor shall clearly delineate the location of existing and proposed accessible parking, public transportation stop(s), and the accessible routes of travel from each to the main entrance of the proposed leased space. On multi-building sites, accessible routes of travel between buildings shall also be shown. (Reference A2.3)
2. All accessible pedestrian curb cuts shall be located and constructed perpendicular to each street served, eliminating diagonal curb cuts (those that direct people towards the center of street intersections).
3. All accessible entries shall be as close as practicable to the adjacent finished grade and accessible parking.
4. On single-owner multi-building sites, there shall be accessible routes of travel to and between all buildings.

5. Accessible stations at reception and service counters shall be integrated within the main service counter.
6. Public interior corridors leading to tenant-leased spaces shall be a minimum of 72" wide. Primary circulation hallways within tenant-leased spaces shall be a minimum of 60" wide.
7. Declaration of non-conformance with any of the Accessibility requirements listed above shall be brought to the attention of the RES Design Professional and Leasing Agent.

3.5 AS-BUILT DRAWING SUBMITTALS

Lessor shall provide to the RES Design Professional accurate drawings of existing or proposed buildings and site prior to the commencement of the programming and planning. These drawings shall delineate the most current building information and physical configuration (including mechanical and electrical), and be submitted electronically in both pdf and a format compatible with AutoCAD.

Any revisions required during the course of the project based on the submission of inaccurate or incomplete information to the State shall be resolved through the review and approval process and at the direction of the RES Design Professional, and accomplished at the sole cost of the Lessor.

3.6 PREPARATION OF PLANS AND SPECIFICATIONS

New Space: lease exhibit plans, along with Leased Space Requirements and any Addenda, will be prepared, approved, and issued by RES for each State-leased facility requiring buildout for new space. Changes to these documents are not permitted without written approval from the RES Design Professional.

Unless otherwise provided in the Lease, the Lessor, at his sole cost and expense, is responsible for all construction documents required by the Authority Having Jurisdiction, which may include plans and specifications prepared by a licensed Architect and/or Engineer (see LSR A1.9 Construction Documents). Obtaining the building permit is the sole responsibility of the Lessor, including all permitting costs.

Mid-term Alterations: For Tenant requested alterations during the term of the Lease, RES shall prepare scoping documents including floor plans and other drawings; these will be submitted with the Leased Space Requirements and any Addenda, with a Request for Costs to the Lessor. Upon approval of costs, the RES Design Professional will issue a Notice to Proceed with the work.

The Lessor, at the cost of the Lessee, is responsible for all construction documents required by the Authority Having Jurisdiction, which may include plans and specifications prepared by a licensed Architect and/or Engineer. It is the Lessor's sole responsibility to obtain all permits for tenant improvements; the Tenant is responsible for the cost of permitting for mid-term alterations.

3.7 DECLARATION OF NON-CONFORMANCE WITH LEASED SPACE REQUIREMENTS

For existing facilities that do not meet 100% of a project's governing Leased Space Requirements at the time of lease inception or renewal, in order to qualify for consideration as a potential State-leased facility in response to a RES Advertisement for Space or market search, the Lessor shall provide RES with an itemized summary of all such building deficiencies. As part of this summary, estimate the monetary impact to bring each deficiency

into compliance. RES will then determine if the deficiency is of a magnitude that will prevent a State tenant from occupying the proposed facility. Non-negotiable compliance items include life-safety, indoor air quality, and accessibility.

Any issue or item that has not been specifically identified as being Non-Compliant as stated above will be assumed to be in compliance with Leased Space Requirements. Subsequent discovery of previously undisclosed non-compliant issues and their resulting impact on the project will be addressed and resolved at the sole cost and expense of the Lessor.

3.8 SUBMISSION OF COSTS

The Lessor shall submit a signed itemized construction bid, detailing costs for the Work to accomplish the RES-approved plans and specifications. Those costs shall be submitted on the Bid Cost Breakdown form, or other format approved by the RES Design Professional. RES will approve or reject all additional Tenant Improvement costs. Additionally, RES reserves the right to request alternate bids. If agreement between the Lessor and the State cannot be reached, the State reserves the right to reject the proposal.

Submission of bids by the Lessor, and their subsequent acceptance and approval by RES, constitute an obligation by the Lessor to provide all materials and perform all work required to complete the buildout of the proposed leased facility according to the RES-approved drawings and specifications in their entirety, whether or not specific items have been called out on the Bid Cost Breakdown. The Lessor's submitted bid will be accepted and approved as all-inclusive for all issues delineated or referenced on the RES-approved documents. Items not included by the Lessor on the BCB are not subject to subsequent payment from the State.

Any cost submittal, change, interpretation of requirements, or revision to the work must be authorized by the RES Design Professional.

All cost submittals shall be itemized by the Lessor as listed below:

	Itemized summary of the work (labor and materials only) with associated costs
	Total of Cost of the Work ("Project Cost Subtotal")
	Total Project Mark-Up*
State sales tax	
	Lessor's total ("Total Project Cost")

** Total Project Mark-up shall include General Contractor's overhead and profit, Lessor's management fee, B&O, Builders Risk, Prevailing Wage documentation, General Conditions, etc., and shall not exceed 15%.*

4 BUILDING MEASUREMENTS

4.1 BOMA REQUIREMENTS

Unless otherwise provided in the Lease, the most current version at the effective date of the lease of the "Office Buildings: Standard Methods of Measurement" (ANSI/BOMA Z65.1 or its replacement, if one is designated) shall be the criteria for determining the leased square footage for all office and warehouse space leased to the State of Washington.

For all projects, the Lessor shall provide itemized square footage calculations of "USABLE AREA" (USF or usable square feet), and "RENTABLE AREA" (RSF or rentable square feet). RSF is

used for financial calculations as part of the selection process and in the lease contract executed with the successful proposer, regardless of whether the state occupies 100% of the building, unless specified otherwise in the Request for Proposal advertisement. USF is used for space programming and built space metrics.

4.2 LOAD FACTOR

The load factor is a multiplier obtained by dividing the rentable area by the usable area; it quantifies the efficiency of a particular space. A load factor may also be used to adjust a USF measurement to an RSF measurement.

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00 00 00 PROCUREMENT AND CONTRACTING REQUIREMENTS

00 20 00 INSTRUCTIONS FOR PROCUREMENT

1.1 PREVAILING WAGES

Lessor and Lessor's Contractor shall pay Prevailing Wages or applicable Federal Wages to all workers, laborers, or mechanics employed in the performance of any part of the Work in accordance with RCW 39.12 and the rules and regulations of the Department of Labor and Industries (L&I). Lessor agrees to comply with the provisions of RCW 39.12 as required under RCW 39.04.260 unless specifically exempted by the Department of Labor and Industries. Submit all compliance paperwork directly to L&I, who makes all determinations regarding the applicability of Prevailing Wage. When prevailing wage is applicable, the Lessor shall provide to the RES Design Professional at the conclusion of the project certification of full compliance with L&I's prevailing wage regulations in order to receive the final project payment. For additional information, visit L&I's website at

<http://www.lni.wa.gov/TradesLicensing/PrevailingWage/default.asp>

END OF Division 00 00 00

01 00 00 GENERAL REQUIREMENTS

01 10 00 SUMMARY

1.1 GENERAL

The following are the State's minimum quality standards for construction materials, assemblies and equipment. The Department of Enterprise Services, Real Estate Services (RES) will release to the Lessor final approved plans and performance specifications (LSR) reflecting each project's requirements. All items required to provide a complete, operational and fully functional facility meeting all approved codes shall be included as part of this project unless stated otherwise. These specifications are generic and apply to a broad range of projects. Some items may not be required on all projects (such as plumbing fixtures when the project involves only minor interior alterations). Provide all materials and accessories for complete, proper installation and operation of products described in the contract documents, even if not specified in this document. Final determination of applicable requirements is the sole responsibility of the RES Design Professional.

1.2 PROJECT DOCUMENTS

These specifications, including any addenda, along with RES-approved drawings, summarize the project requirements. Changes to these documents may only be made in writing by the RES Design Professional. Omissions and discrepancies between construction drawings, specifications, site conditions, and code requirements shall be brought to the attention of RES. The RES Design Professional will clarify the intent of the drawings and program requirements and assist in resolving conflicting issues. The RES-approved drawings will include RES and Lessee approval signatures and BOMA area calculations in the lower right hand corner of the sheet.

01 20 00 PRICE AND PAYMENT PROCEDURE

01 23 00, 01 25 00 ALTERNATES AND SUBSTITUTION PROCEDURES

1.1 ALTERNATES/SUBSTITUTIONS AND MATERIALS

The State will consider formal requests from the Lessor for substitution of products, systems or materials in place of those specified. Construction methods or materials other than those mentioned herein may be acceptable if, with the RES Design Professional's written approval, they provide equal or better quality, appearance, safety and function.

Lessor will provide a written statement to RES that they have investigated the proposed product and method and determined that it is equal or superior to that specified. Submit to RES Design Professional a copy of the manufacturer's literature indicating product description, performance and test data, reference standards and samples (if requested). Provide a complete, detailed description of proposed alternate construction methods. Provide a minimum of 10 working days for all substitutions to be reviewed for approval by the RES Design Professional. Approval of the proposed substitution must be in writing from the RES Design Professional (see Section 01 33 00 for submittal requirements).

Lessor shall coordinate installation of accepted substitution into work, making such changes as may be required for work to be complete in all respects. Lessor is responsible for coordinating all work resulting from substitutions and is not relieved of any responsibilities for the project under the contract. Lessor is responsible for any cost increase associated with substitutions.

01 26 00 CONTRACT MODIFICATION PROCEDURES

1.1 CHANGE ORDERS

CHANGES AND REVISIONS

Any change or revision to the work that would result in additional cost to the State must be proposed in writing to RES. The RES Design Professional must authorize in writing any proposed change or revision to the work. Tenant agencies have no authority to direct the Lessor or Lessor's Contractor to make changes to the Work; nor may they make payments for unauthorized work.

CHANGE ORDERS

Tenant Agencies may at any time request additions, deletions, revisions, or other changes in the Work. If any proposed change or revision to the work would result in additional cost to the State, it must be submitted in writing to RES and shall be incorporated into Change Order.

All Change Order cost submittals must conform to the format required under item 3.8 Submission of Costs. If the proposal is accepted, the RES Design Professional will issue written Notice to Proceed.

01 29 00 PAYMENT PROCEDURES

Upon satisfactory completion of the project, as delineated in Section 01 77 00, the RES Design Professional will issue to the Lessee an Authority to Pay for all RES-approved non-amortized costs.

1.1 AUTHORIZATION OF PROJECT PAYMENTS

The Lessor shall submit to the RES Design Professional (not the Lessee) invoices reflecting all project costs incurred by the State. The RES Design Professional will then issue an Authority to Pay (ATP) to the Lessee for their direct payment to the Lessor. The release of any ATP is at the discretion of the RES Design Professional.

Up to 80% of all RES-approved additional tenant improvement costs or change order costs may be payable to the Lessor subsequent to the RES Design Professional's determination of Substantial Completion. The balance of all RES-approved costs is payable to the Lessor upon the RES Design Professional's determination that the Lessor has satisfactorily resolved all punch list items.

01 30 00 ADMINISTRATIVE REQUIREMENTS

01 31 00 PROJECT MANAGERMENTS AND COORDINATION

1.1 General Communications

All instructions to the Lessor will be given by the RES Design Professional. RES Design Professional's verbal instructions must be confirmed in writing. Minor clarification may be confirmed in meeting minutes or site visit reports. Promptly inform the RES Design Professional of deviations from the established schedule, dimensional irregularities, code concerns, etc. Contractor/superintendent shall be readily available by mobile device during normal business hours. Provide telephone number(s) to the RES Design Professional.

01 33 00 SUBMITTAL PROCEDURES

1.1 PRODUCT SUBMITTALS

Submit, as pertains to the tenant occupied space finishes, complete product specifications, literature, and all material, color and finish samples to RES Design Professional for approval and/or selection. Allow 10 working days for submittals to be reviewed by RES Design Professional. Provide a minimum of 2 submittal packages for review unless electronic submittals are acceptable to the RES Design Professional. Submit together all colors and materials that occur in the same room or rooms. Provide shop drawings where appropriate. Coordinate with Tenant pre-approved color board, if applicable.

Mechanical equipment submittals shall include, but not be limited to, HVAC equipment, fans, air conditioning units, duct lining, controls zoning layout and the controls. The submittals shall indicate the equipment operating point, sound data and pressure drop information.

1.2 SAFETY DATA SHEETS (SDS)

Provide Safety Data Sheets for the following building materials if utilized in preparation of the leased space: insulation, PVA sealer, gypsum wallboard, paint, ceiling tile, carpet, base, carpet/base adhesive, floor patching compounds and sealers, and millwork, and as requested by the RES Design Professional. Maintain copies of SDS at facility location.

01 40 00 QUALITY REQUIREMENTS

01 41 00 REGULATORY REQUIREMENTS

01 41 13 CODES

If access, fire, life-safety, health hazards, or structural deficiencies are detected either before or after occupancy, they shall be corrected by the Lessor at his sole cost and expense. Lessor is responsible for all new construction meeting applicable code requirements.

01 41 26 PERMIT REQUIREMENTS

Lessor shall procure permits, pay all associated fees, and meet all city and/or county requirements as required for completion of the project. Provide copies of the final signed-off building permit and/or the final Certificate of Occupancy to the RES Design Professional at closeout.

01 43 00 QUALITY ASSURANCE

All project work shall be completed in accordance with sound engineering practices, good trade workmanship, and utilizing new or quality used materials, clean and free from blemishes.

01 50 00 TEMPORARY FACILITIES AND CONTROLS

01 51 00, 01 52 00 TEMPORARY UTILITIES AND CONSTRUCTION FACILITIES

1.1 TEMPORARY FACILITIES AND UTILITIES

Lessor shall provide and pay for all temporary construction facilities and utilities.

01 57 00 TEMPORARY CONTROLS

01 57 19 TEMPORARY ENVIROMENTAL CONTROLS

Maintain acceptable indoor air quality in occupied portions of State-leased buildings undergoing renovation projects, by observing the following:

- A. Schedule work with Lessee as not to interfere with its mission and or workflow. When possible schedule work which results in excessive smells, noise, or dust in tenant agencies off hours.
- B. The size of the area in which renovation is to occur and the scope of the project may necessitate the temporary relocation of the tenants during the construction period. This will be mutually agreed upon and arranged by RES staff and the Lessee.
- C. To prevent construction dust and fumes from infiltrating the building's mechanical system and thereby affecting indoor air quality, the area where renovation is to be performed shall be separated and sectioned off from the remaining space by temporary partitions or plastic sheeting.

If the mechanical system is operational during construction, a MERV 8 filter(s) shall be used. Immediately prior to occupancy, the filter shall be changed to a clean MERV 13. If the building mechanical system cannot accommodate a MERV 13 filter, alert the RES Design Professional and default to a clean MERV 8.

D. The mechanical system serving the entire space where renovation occurs may need to be turned off during renovation; if so, outside air shall be introduced to this space by means of auxiliary fans. Maintain a slight negative pressure in the construction area. Heating units shall be utilized as required.

E. All finish materials, including preparatory products, shall be non-VOC (volatile organic compound) type products. (See Section 01 33 00, 1.2)

01 70 00 EXECUTION AND CLOSEOUT REQUIREMENTS

01 74 00 CLEANING AND WASTE MANAGEMENT

01 74 23 FINAL CLEANING

Prior to the RES Design Professional's final punch list inspection, perform the following cleaning services throughout the leased facility and in areas directly serving the facility. All finishes are to be cleaned according to manufacturer's recommendations.

Maintain the facility in a properly cleaned condition until commencement of rent or tenants begin their move-in process, whichever occurs first, except for items specifically noted in the RES Design Professional's punch list letter.

- A. Clean and sweep all parking areas, driveways, and sidewalks. Remove all construction debris and equipment.
- B. Wash all interior and exterior glazing; clean window and relite frames of all debris.
- C. Repair, patch, touch up, and/or replace marred surfaces, restoring to a like-new condition. Provide touch-up painting of all walls, corners, columns, soffits, and other paintable surfaces, achieving a blemish-free condition.
- D. Vacuum, prepare and clean all finished floor materials and surfaces per manufacturer's recommendations.
- E. Remove grease, dust, dirt, stains, labels, fingerprints, etc. from exposed surfaces.
- F. Clean all HVAC supply and return air diffusers and grilles, ducts, blowers, coils, fixtures, equipment and piping. Replace disposable air filters and clean permanent filters.
- G. Flush water systems (see Section 22 40 00, 1.1).

01 77 00 CLOSEOUT PROCEDURES

1.1 CERTIFICATIONS, WARRANTIES AND SUBMITTALS

Subsequent to the RES Design Professional's determination of Substantial Completion and their approval of initial occupancy by the Lessee, and prior to final inspection or acceptance of the facility by RES, provide the following to the RES Design Professional:

- 1) Permanent Certificate of Occupancy or final signed-off building permit
- 2) As-built drawings (see Section 01 78 00, 1.2)

- 3) Operations & Maintenance manuals (see Section 01 78 00 1.1)
- 4) Domestic water potability certification (see Section 22 44 00, 1.1)
- 5) Safety Data Sheets (SDS) (see Section 01 33 00, 1.2)

Submit written certifications to the RES Design Professional on the respective subcontractor's or consultant's letterhead, signed by the licensed designer/engineer for this project, addressing and specifically stating compliance with the following issues:

- A. The HVAC (mechanical) system serving this leased facility has been installed and is operating in accordance with the RES-approved plans and specifications, is clean (all filters have been changed just prior to tenant occupancy), properly balanced, fully operational, and will perform satisfactorily to meet the State's requirements, including the Washington State Energy Code and International Mechanical Code.
- B. The electrical system (receptacles, equipment connections, etc.) has been installed and is operating in accordance with the RES-approved plans and specifications, and all circuitry and receptacles are configured and functioning as intended by their design.

01 78 00 CLOSEOUT SUBMITTALS

1.1 OPERATING INSTRUCTIONS / MAINTENANCE MANUALS

Provide Operations & Maintenance manuals for all facility systems, equipment, hardware, finish materials for which the tenants have the responsibility to clean (example: carpet, resilient flooring) or the ability to control, revise, or alter settings or the like at their discretion (example: cypher locks, electronic access systems, thermostats, special HVAC units, special lighting controls). All information contained in these manuals shall be neat, clean, readable, and orderly.

Specific information to be contained in these manuals include:

- A. Names and phone numbers of repair/maintenance contacts.
- B. Simplified operating instructions, and complete emergency instructions in case of system failure or natural disaster.
- C. All warranties/guarantees.
- D. Manufacturer's recommendations for continued care, including method and frequency of cleaning and maintenance.
- E. Reduced-scale zone map for the completed HVAC system and its controls.
- F. HVAC system balance report that indicates conformance with the designed system.

Provide walk-thru training (conducted by the appropriate personnel of the respective disciplines) for the designated Lessee facility manager covering the HVAC controls and all other major building systems/equipment/ hardware.

1.2 PROJECT RECORD / AS-BUILT DRAWINGS

As the job progresses, the Lessor shall keep at the project site an accurately marked-up set of Contract Documents showing all changes and deviations from the original RES-approved drawings. Upon completion of project, the Lessor shall transfer all changes and deviations indicated on their project sets to a permanent as-built drawing set. All such information shall be neatly and clearly drawn and described with technical accuracy. Lessor shall provide CAD as-built drawings to the RES Design Professional, and one "red-lined" markup of the State-approved plans in electronic format.

END OF DIVISION 01 00 00

02 00 00 EXISTING CONDITIONS

02 20 00 ASSESSMENT

1.1 SITE CONDITIONS

The Lessor is responsible for investigation and determination of all existing site conditions and requirements.

Provide right-of-way construction and site drainage as required by authorities having jurisdiction. All new utilities required for this project shall be underground and meet all local regulations. Existing above-ground utilities may be retained unless local code requires modification.

END OF DIVISION 02 00 00

06 00 00 WOOD, PLASTIC AND COMPOSITES

06 10 00 ROUGH CARPENTRY

1.1 DESCRIPTION OF THE WORK

Provide carpentry work, all materials and items required for complete installation of products including anchors, fasteners and other necessary accessories. Anchor materials solidly in manner directed and in accordance with highest industry standards. Provide blocking as required for products specified elsewhere. (See also Section 09 20 00)

06 20 00 FINISH CARPENTRY

1.1 MATERIALS AND FINISHES

Provide all materials and items required for complete installation of products, including hardware, anchors, fasteners, and other necessary accessories. Finish wood with stain and minimum 2 coats semi-gloss finish. Provide solid hardwood, hardwood veneer, plastic laminate-surfaced plywood or medium-density fiberboard, or other non-VOC material.

1.2 EQUIPMENT BOARDS

Provide (2) nominal 4'x8'x ¾" fire-retardant treated plywood on walls of voice/data distribution rooms or as otherwise noted on the RES approved plan. Mount bottom no lower than 24" above floor, top no

higher than 84" above floor. Alternate design may be indicated on RES approved drawing or specified by RES Design Professional. Mount on wallboard, masonry, or concrete. Existing equipment boards may be reused if treated with flame retardant coating.

1.3 PARTITION CLOSURE TRIM: TERMINATIONS AT EXTERIOR WINDOWS

Provide sound resistant wood or metal closing trim at walls meeting window mullions or window glazing. Match depth and type of windowsill material and finish wall ends. Styrofoam closures are not acceptable. Submit proposed method to RES Design Professional for review.

1.4 CHAIR RAIL

Chair rail shall be clear hardwood, 5/4 x 6 with eased edges and clear finish. Confirm mounting height with RES design professional. Mount chair rail using scarf joints, blind nailing, and mitered corners, with no exposed end grain. Alternate chair rail materials or products may be used with approval of RES design professional.

06 40 00 ARCHITECTURAL WOODWORK

06 41 00 ARCHITECTURAL MILLWORK

1.1 GENERAL

Furnish and install millwork at the locations shown on the RES approved drawings and as specified, complete with hardware. Provide shop drawings for service/reception counters and/or other specialty millwork to RES Design Professional for review and approval. Provide adequate blocking, bracing and attachment. Shelves shall support minimum 25 pounds per lineal foot without sagging. Provide (1) shelf for every 14", adjustable in 1" increments with wall-mounted aluminum standards and brackets.

1.2 RESTROOM VANITY COUNTERS

Provide wall-mounted countertop with drop in sink. Finish per cabinet specifications.

1.3 COFFEE BAR AND LUNCHROOM CABINETS

See plan for sink location and special features. Design shall be accessible per local building codes. Provide 4" x 4" toe space and base to match room base. Provide plastic laminate-faced countertop with 4" high (min) plastic laminate back and side splashes. Provide plastic laminate-faced plywood, medium-density fiberboard, or other non-VOC material, for cabinet faces with matching edges for all exposed-to-view surfaces; white melamine finish may be provided for interior surfaces and surfaces not exposed to view. Provide accessible stainless steel "D" pulls, or RES approved alternate, and adjustable self-closing hinges.

06 41 16 Plastic-Laminate-Clad Architectural Cabinets

1.1 DESCRIPTION OF THE WORK

Provide 1/16" thick, high-pressure plastic laminate where shown on the drawings or as specified. Provide quality materials such as Wilsonart, Formica, Nevamar, or as approved by the RES Design Professional. Locations may include countertops, edges, splashes, window sills, cabinet faces, wainscot where indicated on drawings, toilet partitions and/or doors. See Sections 09 00 00, 1.2 and 10 21 00 for related requirements.

END OF DIVISION 06 00 00

07 00 00 THERMAL AND MOISTURE PROTECTION

07 20 00 THERMAL PROTECTION

07 21 00 THERMAL INSULATION

Provide thermal insulation for roof, walls, floor, and so forth, as required by the Washington State Energy Code. Attach all insulation to permanent structure. Material laid on ceiling tile to achieve thermal insulation value is not acceptable.

07 30 00 , 07 40 00, 07 50 00 ROOFING

1.1 NEW CONSTRUCTION AND REPLACEMENT ROOFING

Provide complete assembly meeting all manufacturer's requirements for minimum 20-year guarantee. Use compatible materials. All low-sloped roofs shall have a reflective coating (or use a light-colored roofing material which shall be kept clean and in good repair to maintain its effectiveness. Design roof with positive slope; control run-off with adequately sized rainwater leaders and storm water system. Protect all openings against water infiltration with curbs, minimum of 6" high. Control runoff away from sidewalks and entries.

1.2 EXISTING ROOFING

Provide roof assemblies in good repair, free of leaks and prolonged standing water (longer than 48 hours). Control runoff away from sidewalks and entries.

07 90 00 JOINT PROTECTION

07 91 00 PREFORMED JOINT SEALS; 07 92 00 JOINT SEALANTS

1.1 All interior sealants, adhesives and compound products used shall be non-toxic, low-odor and solvent-free, and shall be antimicrobial with no hazardous vapors and containing no carcinogenic materials. All exterior sealants shall be as recommended by the manufacturer for substrate compatibility. Provide all necessary items required for complete sealant installation.

END OF DIVISION 07 00 00

08 00 00 OPENINGS

08 10 00 DOORS AND FRAMES

1.1 GENERAL

Provide commercial-grade products. Replace all warped doors. Replace any existing door that cannot be restored to like-new condition. All replacement doors to match existing.

08 11 00 METAL DOORS AND FRAMES

1.1 SIZE AND CONSTRUCTION (EXTERIOR)

Unless otherwise specified doors shall be 3'-0" minimum width, 7'-0" high or match existing, 1- $\frac{3}{4}$ " thick flush, 18 gauge minimum, galvanized and insulated. Frames shall be galvanized, welded, insulated, weather stripped, 16 gauge minimum, and reinforced for hardware.

1.2 SIZE AND CONSTRUCTION (INTERIOR)

Unless otherwise specified doors shall be 3'-0" minimum width, 7'-0" high or match existing, 1- $\frac{3}{4}$ " thick, 18 gauge minimum. Frames shall be hollow metal, welded or knockdown frames, 16 gauge minimum, reinforced for hardware.

1.3 INSTALLATION

Coordinate all door installation, magnetic hold-opens and electric locking requirements with the door frame supplier and the building security and access systems vendors.

08 14 00 WOOD DOORS

1.1 SIZE AND CONSTRUCTION

Unless otherwise specified doors shall be 3'-0" minimum width, 7'-0" high or match existing. All wood doors shall be hardwood veneer (North American Trees), 1- $\frac{3}{4}$ " thick solid-core. Exterior doors shall be sealed against water penetration.

1.2 FRAMES

Interior frames shall be softwood, hardwood, aluminum, or hollow metal (see Section 08 11 00), as specified in RES approved drawings. If not directly addressed in the RES approved drawings, the Lessor may select the type of frame.

1.3 INSTALLATION

Coordinate all door installation, magnetic hold-opens and electric locking requirements with the door frame supplier and the building security and access systems vendors.

08 30 00 SPECIALTY DOORS AND FRAMES

1.1 DESCRIPTION OF THE WORK

Provide structural enhancements as required or as recommended by door manufacturer to allow proper operation and to prevent sag. Sound attenuation integrity shall extend above ceiling as required to maintain the minimum STC rating from room to room, floor to ceiling, and wall to wall.

1.2 DOOR TYPES AND CONSTRUCTION

1.3 ACOUSTIC OPERABLE PANEL WALLS

Provide STC 44 minimum. Modernfold "Acousti-Seal," "Spacesaver," or Panelfold "Series 4800," or approved equal. Provide integral access door when required by code or as shown on the approved drawing. Coordinate location with RES Design Professional.

ACOUSTIC ACCORDION PARTITIONS

Provide STC 39 minimum; Modernfold "Audio-Wall," or approved equal.

08 40 00 ENTRANCES, STOREFRONTS, AND CURTAIN WALLS

08 43 13 ALUMINUM FRAMED STOREFRONTS

1.1 DESCRIPTION OF THE WORK

Provide thermally-broken commercial-quality aluminum storefronts and all appropriate accessories constituting a complete assembly. Construction shall be compatible with power operators. Where applicable, modify existing storefront doors and frames as required to accommodate specific requirements for Tenant security and access systems. See Section 08 80 00 for glazing requirements.

1.2 SIZE, COMPONENTS AND CONSTRUCTION

DOORS

Unless otherwise specified doors shall be a minimum of 3'-0" wide and 7'-0" high, or match existing, head and jamb stiles designed to receive insulated tempered glass and accommodate power operators as required.

WINDOWS

Window frames shall match door frames, heads mounted at the same level as adjacent door head heights, unless specifically noted otherwise.

1.3 MANUFACTURERS

Kawneer Company, Inc., or approved equal.

Horton Series 2000 linear drive sliding door, or approved equal.

08 50 00 WINDOWS

1.1 WALL RELITES

Frames shall match door frames, heads mounted at the same level as adjacent door head heights, unless specifically noted otherwise; non-standard sizes will be shown on the drawings. Provide fire-rated assemblies and/or safety glazing where required by code.

1.2 DOOR RELITES

Frames shall complement door frames, unless specifically noted otherwise; non-standard sizes will be shown on the drawings. Provide fire-rated assemblies and/or safety glazing where required by code.

08 70 00 HARDWARE

1.1 GENERAL REQUIREMENTS

Provide a Certified Professional Locksmith (CPL) or Architectural Hardware Consultant (AHC) to work with the RES Design Professional to oversee the coordination of all hardware applications. Provide manufacturer's heavy-duty commercial-grade hardware per schedule. Each kind of hardware (locksets, closers, hinges, etc.) shall be obtained solely from one manufacturer.

1.2 KEYING

Key all locks for specified function, operation and security. Provide construction keying to master system. Hardware supplier shall provide construction keys to contractor. Coordinate master keying system with Lessee and CPL or AHC to comply with Lessee requirement. Hardware supplier shall provide 4 sets of permanent keys to the Lessee.

1.3 BASIC HARDWARE

STANDARD DOOR HARDWARE SET (RE: SECTION B3.14)

(2) 1-1/2" BALL BEARING HINGES FOR INTERIOR OFFICE DOORS LESS THAN 7'-0"

(1) LEVER HANDLE PASSAGE SET (CYLINDER)

(1) WALL STOP

(3) SILENCERS (OR SMOKE SEAL/WEATHERSTRIP AS SPECIFIED)

1.4 HARDWARE SPECIAL REQUIREMENTS

LOCKSETS AND LATCHES

All locks and passages shall be equipped with lever hardware, except at mechanical, electrical, telephone, and janitor's rooms, where knurled knobs are acceptable. Provide interchangeable core, heavy-duty commercial, cylindrical type. Corbin-Russwin, Schlage Series ND, or equal.

HINGES

Provide ball-bearing hinges throughout. McKinney or equal. For exterior applications, all hinges to be non-ferrous hinges and pins utilizing non-removable pins where applicable.

CLOSERS

All closers shall be adjustable. Door opening force shall be adjusted per IBC. Spring hinge used as closer is not acceptable. Provide cold-weather fluid in exterior door closers where temperatures regularly drop below freezing. If exterior door does not remain closed in windy weather when closer is adjusted to code pressure, then the Lessor shall provide automatic door openers or an enclosed entry vestibule. Provide closers where called for in the door schedule, or where required by code. LCN or approved equal.

SILENCERS

Provide silencers on each door except where smoke seal or weather stripping is installed.

STOPS

Overhead stop to be concealed, Glynn Johnson 320/330 series or equal. Wall stop to be Glynn Johnson WB50 or equal. Floor stops unacceptable unless approved in writing by RES Design Professional. Provide Provide solid blocking for all wall stops. Closer used as stop is not acceptable.

KICKPLATES

Provide door width appropriate 12" high kickplates, stainless steel, or 1/8" impact-resistant plastic, unless noted otherwise. Provide kickplates on push side of doors unless noted otherwise on the plans. Provide kickplates on all restroom, janitor, stair, entrance and exit/pathway doors, and where called for in the door schedule.

WEATHERSTRIPPING/THRESHOLDS

Weatherstrip all exterior doors with continuous vinyl at head and jambs, and door bottom weatherstripping to achieve highest protection against weather infiltration. Provide beveled, 1/2" maximum rise threshold meeting accessibility requirements at all public entrances and accessible routes.

08 71 00 ACCESS CONTROL HARDWARE**CYPHER LOCKS**

Cypher locks shall be 9-number minimum, mechanical or electronic push-button code access system. Lock shall have changeable code capacity and be capable of remaining continuously unlocked (at Tenant discretion) during business hours. Simplex or equal.

AUTOMATIC OPERATORS

When noted in the door schedule, provide an automatic operator that is actuated by a push-button or plate, and manually operable for other pedestrian traffic. Alternately, infrared sensors may be provided if appropriate for special design applications and approved by the RES Design

Professional. Provide a complete system for full operation, including field-adjustable variable time delay, opening and closing speed, control switching for security access system and locking, all appropriate connections, and complying with all accessibility requirements.

CARD KEY, DIGITAL KEYPAD, AND PROXIMITY READER SYSTEMS

When noted in the door schedule, provide a fully functional system providing access security control, complete with all components including, but not limited to, panels, door strikes, locks, buttons, readers, contacts, connections, switching, control mechanisms, and operating cards (if applicable). Verify the desired operational parameters with the RES Design Professional and Lessee, and interface all construction disciplines as appropriate. (Reference New Space Addendum section 3.11 if applicable.)

FINISH

Provide hardware with matching finishes. Match new hardware finish to remaining existing hardware. For new construction, unless noted otherwise, provide BHMA 612(US10) or 630 (US32D), or as approved by the RES Design Professional.

08 80 00 GLAZING

1.1 DESCRIPTION OF WORK AND PRODUCT QUALITY

All new exterior glazing shall meet current Washington State Energy Code requirements.

Interior glazing shall be as shown on the approved plans or in accordance with applicable codes. All window sills shall be finished with plastic laminate or other approved water-resistant material.

1.2 EXTERIOR WINDOWS & SKYLIGHTS

Provide insulated glazing manufactured and installed in appropriate frames such that the assembly resists air and moisture leaks and interior condensation. For new construction, provide thermally broken commercial frames.

END OF DIVISION 08 00 00

09 00 00 FINISHES

FINISH SCHEDULE (unless noted otherwise on plans or in Addendum)

1.1 FLOORS AND BASE

OFFICES (AND SPACES NOT LISTED BELOW)

Carpet tile and base.

RESTROOMS, SHOWER ROOMS

Slip-resistant, unglazed porcelain or ceramic tile. Sheet vinyl optional for leases not exceeding 5,000 square feet. All flooring material shall have matching cove base extending upward onto the adjacent wall at least 5".

SHOWER STALLS

Slip-resistant, unglazed porcelain ceramic tile, unless a prefabricated fiberglass pan or stall has been approved. Configuration must meet ADA requirements.

BREAK ROOMS, LUNCH ROOMS AND COFFEE BARS

Vinyl composition tile, LVT or sheet vinyl. For coffee bars, install full length of counter, including adjacent space for refrigerators, and minimum 24" out from face of base cabinet, unless shown otherwise on drawings. Provide base below cabinets to coordinate with adjacent finishes.

MECHANICAL, ELECTRICAL, VOICE/DATA DISTRIBUTION, COPY, AND JANITOR ROOMS

Vinyl composition tile and base, unless noted otherwise in the RES approved drawings.

VESTIBULES AND ENTRIES

Woven polypropylene, with base, or as shown on the plans.

1.2 WALLS

OFFICES (AND SPACES NOT OTHERWISE INDICATED)

Gypsum wallboard; match adjacent wall texture (existing construction); provide light orange peel texture in new construction; satin or eggshell sheen paint. Provide Level III (minimum) finish.

DRINKING FOUNTAINS

Plastic laminate on adjacent walls to 48" high above finished floor, with continuous metal or matching plastic edges. Extend 18" minimum on each side of fountain. Configuration must meet ADA.

RESTROOMS, SHOWER ROOMS

Ceramic tile wainscot to the height of toilet partitions or 72" above finish floor (AFF) minimum on all walls; gypsum wallboard with semi-gloss enamel above. For leased spaces under 5,000 square feet, FRP wainscot (all walls) and sheet vinyl floors with integral base may be substituted in lieu of ceramic tile.

SHOWER STALLS

Full-height ceramic tile, unless prefabricated fiberglass enclosure has been approved.

JANITOR ROOMS AND MOP SINKS

Gypsum wallboard, with plastic laminate wainscot, Kydex Panels, Marlite FRP or equivalent to 48" high minimum above finished floor at mop sink. Extend 18" minimum on each side of sink.

1.3 CEILINGS

OFFICE AREAS AND CONFERENCE ROOMS

Acoustical tile suspended ceiling system. Office ceiling height 9'-0" minimum in all areas unless otherwise indicated. Provide 10'-0" minimum ceiling height for large open areas where the minimum room width exceeds 30'.

RESTROOMS

Provide gypsum wallboard with semi-gloss paint. Ceiling height shall be 7'-6" minimum, 8'-0" preferred.

SHOWER ROOMS

Provide gypsum wallboard with epoxy coating.

MECHANICAL, VOICE/DATA DISTRIBUTION, AND ELECTRICAL ROOM

Ceiling tile gridded ceilings are required in these room types. In lieu of ceiling tile, rooms may have floor to structure above partitions (open ceiling).

JANITOR ROOMS

Hard ceilings are required in these room types. In lieu of hard ceilings, rooms may have floor to structure above partitions (open ceiling).

09 20 00 PLASTER AND GYPSUM BOARD

09 21 00 PLASTER AND GYPSUM BOARD ASSEMBLIES

1.1 GYPSUM WALLBOARD

Provide 5/8" thick, type "X" for all dry areas, unless otherwise indicated. Install water-resistant 5/8" thick, type "X" for all toilet rooms, and similar wet areas (see Section 09 28 13 for ceramic tile applications). Screw-attach wallboard into metal studs or kiln dried wood studs. Maintain fire-resistant rating of wall/ceiling assemblies at openings. Provide galvanized metal, or plastic cornerbead and edge trim. Tape and mud joints (two coats minimum). For existing facilities, match existing adjacent wall texture.

09 22 00 SUPPORTS FOR PLASTER AND GYPSUM BOARD

For non-loadbearing walls and hard ceilings, provide wood or light gauge steel framing. For light gauge steel framing, comply with drywall manufacturer's recommendations.

Provide studs spaced at 16" on-center minimum for light gauge steel framing or 24" maximum for wood studs. Install supplementary framing, blocking and bracing at terminations in the work and for support of fixtures, equipment services, heavy trim, door stops, grab bars, toilet accessories, furnishings, adjustable shelves, chair rails, and similar construction, sized to carry weight or loading to meet all requirements for items supported.

Provide finished trim or smooth appearance where top of wall meets underside of suspended ceiling. Minimize the gap and provide "J" or "L" metal trim between top of wall and ceiling. Provide bracing to the above-ceiling support structure over doors and elsewhere as required by the building code. Frame around ducts penetrating walls to provide support for gypsum wallboard.

09 28 00 BACKING BOARDS AND UDERLAYMENTS

09 28 13 CEMENTITIOUS BACKING BOARDS

Provide Tile Council of North America (TCNA)-approved tile backer-board behind all ceramic tile applications in all wet areas: USG Durock™ or equal. Install with corrosion resistant fasteners. (See also Section 10 28 19). Install per TCNA installation recommendations.

09 30 00 TILING

09 30 13 CERAMIC TILING

1.1 DESCRIPTION OF WORK

Provide glazed ceramic tile wainscots and slip-resistant porcelain ceramic tile floors. Provide bullnosed edges or extruded aluminum transition accessories at all terminations and/or transitions to other materials, and preformed inside/outside pieces at wall corners and base. Completely seal all ceramic tile applications after installation. Provide grouting, cleaning and sealing in accordance with the tile and grout manufacturer's recommendations.

09 50 00 CEILINGS

09 51 00 ACOUSTICAL CEILINGS

1.1 DESCRIPTION OF WORK

Provide all items required for complete installation of ceiling system, including wall moldings, anchors, accessories, fasteners, etc., required by conditions of installation and/or applicable codes.

NON-FIRE-RATED TILE

Ceiling Attenuation Class (CAC, formerly STC) minimum range 35 - 39, NRC minimum range .65 - .75. Tile with lower CAC and NRC values than those specified is not acceptable. Provide in all areas except as otherwise indicated on the drawings or specifications, or as required by code. Armstrong Fine Fissured, USG Glacier, Omni or equal. Provide humidity-resistant tiles in "wet" and exterior areas.

FIRE-RATED TILE

CAC minimum range 35 - 39, NRC minimum range .60 - .70. Tile with lower CAC and NRC values is not acceptable. Install tile in accordance with tile manufacturer's requirements, all in the same direction. Provide in all areas as required. Armstrong Fine Fissured USG Glacier, Fissured, Omni or equal.

09 53 00 ACOUSTICAL CEILING SUSPENSION ASSEMBLIES

Provide rust-resistant exposed grid system for lay-in acoustical tile, fire-rated where required. Installation typical in all areas except as noted. Grid shall match acoustic tile background, white color or as specified. In no case shall the grid be attached to the mechanical ductwork. Provide seismic bracing and support as required by the building code. Provide humidity-resistant grid system for "wet" areas and laboratories.

For repair/restoration of existing grids that are discolored or rusted, provide GridMAX by Acoustic Ceiling Products, or approved equal, throughout the entire affected space.

09 60 00 FLOORING

09 65 00 RESILIENT FLOORING

1.1 DESCRIPTION OF WORK

Provide resilient flooring as shown and specified. Provide materials and items as required for complete installation of products, including fasteners, anchors, and other necessary accessories. Prepare substrate(s) per manufacturer's directions.

1.2 FINISH CONDITION

All resilient flooring areas shall be cleaned and finished according to manufacturer's recommendations just prior to Tenant occupancy.

09 65 13 RESILIENT BASE

All topset cove base shall be from continuous rolls, rubber/vinyl mix, uniform color full thickness, Johnsonite or Roppe 700 series, or approved equal. All joints to be tight-buttet and sealed. 5/8" standard toe base. Provide job-formed corners from continuous rolls.

Provide vinyl or metal transition strips at floor material transitions. Finished transitions greater than 1/4" high shall be beveled or ramped per accessibility requirements.

09 65 16 VINYL SHEET FLOORING

Commercial-grade, .085" thick, .050" wear surface, Mannington Magna, Armstrong Corlon or equal. All sheet vinyl seams shall be welded in compliance with manufacturer's recommendations.

09 65 19 RESILIENT TILE FLOORING

Luxury Solid Vinyl Tile (LVT or LVP), conforming to ASTM F 1700, Class III, Types A (smooth) or B (embossed surface). Glue-down applied, 0.10" (2.5mm) thick, with 20 mil (0.5mm) wear layer. Armstrong - Natural Creations, Mannington - Nature's Paths, Mohawk - Global Entry, or equal. 15 year minimum warranty.

09 65 19.19 VINYL COMPOSITION TILE FLOORING

Minimum 12" x 12" x 1/8" thick, Mannington, Armstrong, Azrock, Tarket, or approved equal.

For slip-resistant flooring use Armstrong Stepmaster or Mannington Assurance Tile (18" x 18") or equal where slip-resistance is noted on drawings.

09 68 00 CARPETING

1.1 DESCRIPTION OF WORK

Provide preparation, substrates, and any materials required (adhesives, floor sealers, fillers, leveling compounds, seaming tapes etc.) for complete installation of carpet. Installation and products shall be per manufacturer's recommendation.

1.2 PRODUCT QUALITY

All carpet shall be from the same dye lot. Products utilizing olefin or polyester nylons are unacceptable. All carpet products shall consist of recycled content and be 100% recyclable (reference A5.6 if included in attached addendum), and shall bear the CRI Green Label Plus approval as well as a CRI Green Label Plus Indoor Air Quality Control Category & Registration Number.

09 68 13 TILE CARPETING

1.1 PRODUCTS

CARPET TILE

TYPE: Level or textured loop

TILE SIZES: per Manufacturer

YARN TYPE: 100% type 6 Nylon or type 6.6 Nylon (see MR Rating)

MODIFICATION RATIO (mr): 2 or lower

DYE METHOD: Minimum 70% Solution-dyed / Maximum 30% Yarn-dyed

FIBER AND BACKING WEAR WARRANTY: 15 years

PILE WEIGHT: 17 oz. minimum

PILE DENSITY: Minimum \pm 6,000-7,000 Moderate to Heavy Traffic (Pile thickness: ASTM D6859 or ASTM D7241 test method)

GAUGE: 1/10 minimum

STITCHES: 6.33 per inch

TUFT DENSITY: 63.3 tufts per square inch minimum

PRIMARY BACK: Polypropylene

SECONDARY BACK: Vinyl, with reinforced fiberglass scrim & integral moisture barrier

SECONDARY BACK WARRANTY: "Non-prorated Lifetime Warranty" - delamination, expanding, shrinking, cupping, and doming.

DIMENSIONAL STABILITY: Pass (AACHEN test)

NYLON TREATMENTS: Test result of 6 or less (AATCC TM175)

RESISTANCE TO DELAMINATION: Minimum 4lb/inch force, no delamination (ASTM D3936)

TUFT BIND: Must resist a minimum of 10 lb force (ASTM D1335)

MOISTURE IMPACT TEST: 10,000 cycles. All product shall pass the British Spill Test and Moisture Impact Test: 5,000 impacts at 1-psi. No penetration on backing. Products will include a permanent moisture barrier; insuring moisture cannot penetrate into the backing and subfloor.

METHENAMINE PILL TEST: Pass (ASTM D-2859)

FLAMMABILITY: Exceeds ASTM E-648 and passes DOC FF#1-70

FLOORING RADIANT PANEL TEST: Class I (Direct Glue) (ASTM E-648)

N.B.S. SMOKE CHAMBER TEST: <450 or less (ASTM E-662)

ELECTROSTATIC PROPENSITY TEST: <3.0 KV (AATCC 134)

TEXTURE APPEARANCE RETENTION RATING (TARR): Minimum 3.5 or greater 3rd party, independent tested (ATMS D5417 or ASTM D5252)

VOC EMISSIONS (per ASTM D5116): CRI green label plus certification number

1.2 ADHESIVES AND FLOOR PRIMERS

Provide non-VOC adhesives and floor primers as recommended by carpet manufacturer and as certified non-VOC by the CRI Indoor Air Quality Adhesive Testing Program.

1.3 PREPARATION

Areas to receive carpet shall be clean, dry and dust-free. Concrete subfloor moisture and heat requirements for subfloor / installation areas shall be in accordance with manufacturer's written instructions. Fill all depressions, cracks and irregularities with non-VOC Portland-based cement compound with latex binders (Ardex, Mapei, or equal), unless specifically prohibited by manufacturer, and grind all ridges and high spots smooth, to achieve a level subfloor throughout. Proceeding with carpet installation constitutes installer's acceptance of the responsibility for correction of unacceptable work due to floor conditions.

1.4 INSTALLATION

Strictly adhere to carpet manufacturer's written floor preparation and installation instructions, as well as CRI Commercial Installation Standard 104 as pertains to project scope. Manufacturer's instructions shall take precedence over CRI 104. Bind edges at floor access panels. Installation of carpet tiles should utilize the "Lift" method for work in occupied spaces.

1.5 FINISH CONDITION

During construction, protect the carpet according to manufacturer's recommendations. Just prior to Tenant occupancy, remove all debris from floors, clean carpet to appropriately eradicate all spots, dirt or adhesive, and make repairs to appropriately eliminate tears, frays, pulled tufts and stains.

1.6 WARRANTY

Provide full product and installation-labor warranty at a minimum for the term of the Lease. Warrant against failure, including loss of adhesion, improper site preparation, and poor workmanship.

09 80 00 ACOUSTIC TREATMENT

09 81 00 ACOUSTIC INSULATION

Provide full-coverage sound attenuation batts in all walls specified to receive them. Walls must be sealed for tight fit at base, ceiling and/or structure. Seal may be sill insulation, acoustic caulk, or other approved method. Provide continuous batt insulation 2' on each side of the wall above the ceiling. The assembly rating of such systems shall achieve and maintain a value of STC 45 minimum, or as noted on drawings. Submit proposed sound wall design and technical data to the RES Design Professional for review.

09 90 00 PAINTING AND COATING

09 91 00 PAINTING

1.1 DESCRIPTION OF WORK

"Paint", as herein defined, means all coating systems materials. Work includes preparation and finishing of all interior and exterior surfaces that are a part of this project. Work shall include adjacent existing surfaces that are disturbed as a result of this work. Work excluded shall be that which is normally excluded such as operating parts and code-required labels.

1.2 MATERIALS

Provide solvent-free, non-VOC paint products.

1.3 PAINTING SCHEDULE

GYPSUM WALLBOARD

Typical: 1 coat primer/sealer, 2 coats eggshell or satin paint.

Toilet rooms: 1 coat primer/sealer, 2 coats semi-gloss paint.

Shower rooms: 1 coat primer/sealer, 2 coats semi-gloss epoxy paint.

CLEAR FINISHES

Finish hardwood veneer doors and wood frames with 1 coat of stain, 2 coats of semi-gloss finish on all surfaces or manufacturers pre-finished doors.

PAINTED METAL

Paint primed hollow metal doors, frames and other prefinished ferrous metals with 2 coats of semi-gloss enamel.

UNPAINTED FERROUS METAL

Prime with one coat rust-inhibiting primer and finish with 2 coats of semi-gloss enamel.

END OF DIVISION 09 00 00

10 00 00 SPECIALTIES

10 10 00 INFORMATION SPECIALTIES

10 14 00 SIGNAGE

1.1 SITE / BUILDING / TENANT IDENTIFICATION SIGNS

If the State agency occupies a multi-tenanted building, and the building's site sign accommodates individual tenant identification, provide agency identification on the site sign (unless waived by tenant). If the State occupies 100% of a building, provide state tenant identification on the site sign (unless waived by tenant).

If the building does not have a site sign, then provide state tenant identification on a building-mounted sign either on the exterior wall or on the windows nearest the main entry, with the design consistent with other tenant signs.

1.2 ENTRANCE DOOR SIGN

Provide a tenant identification sign located either on the glazing nearest the main entry door, on the wall nearest the main entry, or as otherwise approved by the state tenant. Provide contrasting color, white, or black vinyl, Helvetica, medium style letters, unless approved otherwise by the state tenant.

1.3 BUILDING DIRECTORIES

If the building is occupied by multiple tenants or by more than one state tenant, the Lessor shall provide a building directory located prominently in the building's main entry lobby or where most appropriate for high public visibility.

1.4 ACCESSIBILITY SIGNAGE

Provide visible and tactile international symbol of access signs, including Braille, as required by code. One sign that includes both "Men" and "Women" may be provided at unisex rooms.

1.5 ROOM SIGNS

Provide 1/8"-thick plastic sign at each room requiring identification. At all assembly occupancies (conference, training, interview and hearing rooms, etc.), as part of the room identification sign, provide a slide frame designating either "vacant" or "occupied" at the Tenant's discretion. Provide similar slide frame at all private offices to accommodate tenant-provided insert. Mount frames using double-backed foam tape. Coordinate signage location and appropriate room identification system with the Lessee and the RES Design Professional prior to fabrication. Verify with the Lessee the exact wording to be used on all signs.

10 20 00 INTERIOR SPECIALTIES

10 21 00 COMPARTMENTS AND CUBICLES

10 21 13 TOILET COMPARTMENTS

1.1 TOILET PARTITIONS AND URINAL SCREENS

Provide ceiling-mounted toilet partitions and wall-mounted urinal screens in all restrooms in the configuration shown on the approved drawing. Comply with all accessibility requirements for accessible stalls. Partitions and screens shall be phenolic resin, plastic laminate or painted steel, with steel core pilasters, stainless steel fittings, and door returns to preset positions. All brackets to have solid blocking for anchorage. Manufacturers: Bobrick, AAMCO, METPAR or equal.

In multi-stall configurations, provide a continuous stiffener bar or brace mounted at approximately 6'-6" AFF on the back side of each of the toilet partition ceiling-mounted support pilasters (on the stall side) and extending the full length of the stalls.

10 26 00 WALL AND DOOR PROTECTION

10 26 13 CORNER GUARDS

Provide screw-mounted clear plastic corner guards, minimum of 1" legs, mounted from the top of the rubber base to approximately 48" AFF.

10 28 00 TOILET, BATH AND LAUNDRY ACCESSORIES

1.1 DESCRIPTION OF WORK

Provide vandal-resistant, commercial-grade toilet room accessories, Bobrick or approved equal. Basic Requirements include: all toilet fixtures (see Section 22 22 40 00), privacy partitions and screens (see Section 10 21 13), drop in sinks, toilet paper dispensers, toilet seat cover dispensers, sanitary napkin disposal units, utility shelf, soap dispensers, towel dispensers (or hand dryers), grab bars, waste receptacles, mirrors, and 1 coat hook in each stall. Coordinate project requirements with vendor-supplied accessories.

1.2 TOILET PAPER DISPENSERS

Provide 1 for each stall, 2-roll type.

1.3 TOILET SEAT COVER DISPENSERS

Provide 1 for each toilet stall. Wall-mount above or adjacent to toilet.

1.4 SANITARY NAPKIN DISPOSALS

Provide 1 for each Women's restroom stall.

1.5 UTILITY SHELF

Provide 1 for each restroom stall, minimum 8" wide spring-operated pull-down shelf.

1.6 SOAP DISPENSERS

Provide 1 for each lavatory, 1 for each shower, and 1 for each coffee bar and lunchroom counter.

1.7 PAPER TOWEL DISPENSERS

Provide 1 for each 2 lavatories, and 1 for each coffee bar and lunchroom counter.

Electric hand dryers are an acceptable substitute in restrooms.

1.8 WASTE RECEPTACLES

Provide minimum of 1 receptacle for each restroom.

1.9 MIRRORS

Provide 1 for each lavatory, or a full-width mirror to accommodate all lavatories. Plate glass with stainless steel trim, 24" x 36" minimum individual size, with stainless steel shelf.

1.10 GRAB BARS

Provide stainless steel, 1½" diameter vertical and horizontal bars for each accessible toilet stall and each shower enclosures per applicable code requirements.

1.11 BABY CHANGING STATION

Provide 1 in each public restroom, located where shown on the drawings. Koala Bear Kare Baby Changing Station, as manufactured by JBJ Industries, Inc., or approved equal.

10 28 19 TUB AND SHOWER ENCLOSURES

1.1 GENERAL

Where indicated on the drawings, provide either an ADA acceptable fiberglass shower stall or a ceramic tile-lined shower enclosure, complete with all fixtures including fold-down seat and grab bars. Provide stainless steel shower curtain rod and 2 clothes hooks for each shower. See also Sections 09 30 13 & 22 44 00.

10 70 00 EXTERIOR SPECIALTIES

10 75 00 FLAGPOLES

10 75 16 GROUND –SET FLAGPOLES

1.1 DESCRIPTION OF WORK

Provide 30' aluminum flagpole, complete with fittings and lockable halyard control, Concord Industries, Inc. or equal. Illuminate flagpole with photocell switch-controlled light fixture. Locate flagpole and light fixture as shown on the drawings, or as approved on-site by RES Design Professional and the Lessee. Provide all appropriate support and foundation as recommended by the flagpole manufacturer.

END OF DIVISION 10 00 00

11 00 00 EQUIPMENT

1.1 GENERAL

Lessor shall provide the complete installation and maintenance of all code-required and project-specific equipment and systems, including central monitoring service, whether noted on the approved drawings or not, and ensure their proper operation.

11 80 00 FACILITY MAINTENANCE AND OPERATION EQUIPMENT

11 82 00 FACILITY SOLID WASTE HANDLING EQUIPMENT

1.1 GENERAL

Provide a refuse receptacle, location and size as recommended by local governing utility. Provide a level, concrete-paved surface with unrestricted access for garbage trucks, and locate on-site to be efficiently and safely accessible to the building tenants. Provide a 6'-0" high screened enclosure or similar visual barrier surrounding the refuse receptacle pad.

END OF DIVISION 11 00 00

12 00 00 FURNISHINGS

12 20 00 WINDOW TREATMENTS

1.1 SUMMARY OF WORK

All new window coverings shall be horizontal aluminum mini-blinds as a basic requirement, unless building standard or existing window treatments are accepted by the RES Design Professional, or other treatments are specified by the state tenant.

1.2 WINDOW BLINDS

Provide horizontal, adjustable, 1" aluminum miniblinds with manufacturer's factory finish; include integrated head rail, concealed mounting brackets and tilt wand. Alternatively, provide perforated and/or solid roller shades as indicated on the drawings. Manufacturer shall be Levolor or approved equal. Mount to provide coverage the full width and height of the affected window, and securely anchor the assembly at the window head. Perforated blinds shall be 13% open.

END OF DIVISION 12 00 00

22 00 00 PLUMBING

22 10 00 PLUMBING PIPING

1.1 SUMMARY OF WORK

All valves and piping shall be recessed, except clean-outs and flush valves. Provide access panels for individual valves as required for service and maintenance. Clean-outs shall be flush with adjacent wall or floor surfaces. Installation shall include stop valves on water supply lines to permit repair without shutting off main building supply lines. Building and tenant water supply shut-off valve shall be easily accessible and well-marked.

22 30 00 PLUMBING EQUIPMENT

1.1 INSTANT HOT WATER DISPENSER

Provide an ADA compliant instant hot water dispenser.

1.2 WATER HEATER

Provide an energy efficient water heater (or an “on-demand” unit), quick-recovery type, with an energy factor of at least 0.95. Provide the most efficient service location, sized in accordance with area and use of the building. Provide a circulation pump with 7-day programmable electronic timer with battery back-up, or additional water heaters where hot water delivery to fixtures exceeds 10 seconds. Provide 120° temperature water. Provide anti-scalding fixtures where required. Water heater shall be sized to accommodate all hot water connections within tenant spaces. Shell building water heater may be utilized for tenant spaces if capacity meets the above requirements.

1.3 PIPE INSULATION

Piping shall be thermally insulated in accordance with the State Building Code.

22 40 00 PLUMBING FIXTURES

1.1 SUMMARY OF WORK & PRODUCT QUALITY

Provide top-quality commercial-grade plumbing fixtures, including all associated trim and accessories, American Standard, Kohler, or equal. Provide low-flow water closets, urinals (or waterless urinals), and lavatories using commercial-grade carriers and flush valves. Provide floor-mounted water closets in all accessible stalls. Tank-type water closets may be acceptable at leased spaces less than 3000 square feet, or as approved in writing for the project by the RES Design Professional. Flush valves for toilets and urinals in new construction shall be infrared-activated valves. Lavatories shall also have infrared-activated or pushbutton (with automatic shutoff) faucets, and shall be provided with tempered water.

Flush water systems just prior to tenant occupancy and provide a letter of certification that the domestic water lines are clean, disinfected, and that the drinking water is potable and free of objectionable odor and taste.

Lessor shall provide and maintain hot and cold bottled drinking water dispensers on every floor if testing and treatment of on-site water does not meet potable drinking water standards.

1.2 FLOOR DRAINS

Provide self-priming floor drains with traps, 1 minimum in each restroom. Install flush with finished floor. Slope the floor within a 2' radius of the drain to effect positive drainage into the drain. Provide adjustable brass cover grille.

1.3 COFFEE BAR SINKS

Provide 1 self-rimming accessible stainless steel sink, minimum 15" wide, with accessible swivel gooseneck faucet and controls, as well as an ADA complaint instant hot water dispenser at each coffee bar (see Section 22 30 00).

1.4 LUNCHROOM SINKS

Provide 1 self-rimming accessible stainless steel sink, minimum 30" wide, with accessible swivel gooseneck faucet and controls, and an ADA compliant instant hot water dispenser at each lunchroom counter (see Section 22 30 00).

1.5 BATHROOM SINKS

Single wall mounted lavatory sink shall be American Standard, Koehler, Todo, or approved equal. Counter mounted, self-rimming sinks are also acceptable provided they use the above or equal manufacturers.

1.6 MOP SINKS

Provide 24" x 36" one-piece molded construction, floor-type mop sink. Locate where shown on the drawings.

1.7 SHOWERS

Provide showers where shown on drawings. Provide an adequate supply of tempered water (see Section 22 30 00, 1.2), and a floor drain at the drying area. Showers shall be equipped with low-flow heads.

1.8 DRINKING FOUNTAINS

Provide accessible, high-low, wall-mounted, refrigerated bottle fillers in addition to drinking fountains as required by the Building and Plumbing Code.

END OF DIVISION 22 00 00

23 00 00 HEATING VENTILATION AND AIR CONDITIONING (HVAC)

1.1 SYSTEM DESIGN, SUPERVISION AND CERTIFICATION

HVAC systems for all new office space, and remodels affecting over 3,000 square feet of State-leased space, shall have design work accomplished under the supervision of a licensed mechanical engineer.

The Lessor's engineer shall be responsible for system design, construction observation, and certification of the completed system. All projects shall meet or exceed State requirements including but not limited to the WSEC, and International Mechanical Code (IMC). The State reserves the right to hire an independent mechanical consultant to review the design and installation of the HVAC system. Modifications or changes resulting from that review required to achieve compliance with Leased Space Requirements shall be accomplished at no additional cost to the State.

For projects 5,000 SF or greater, provide a general narrative of the proposed mechanical system immediately following receipt of a letter of intent to lease. Include the following information:

(1) Air Flow Delivery Concept: Constant Volume, Variable Air Volume (VAV), Variable Volume & Temperature (VVT), etc.

a. For VAV systems, series fan-powered, pressure-independent terminal units shall be used. Deviations must be approved in writing. Indicate if they will use Permanent Split Capacitor (PSC) or Electronically Commutated (ECM) motors. Indicate if/which terminal units will receive re-heat, and what the re-heat source will be (electric, hot water, etc.) Indicate if plenum or ducted return is proposed.

b. For VVT systems, where practical and where structure and ceiling space allow, avoid combining different exposures (north, south, east, and west) on the same unit, and avoid combining interior spaces with exterior exposures on the same unit. Avoid using VVT air handlers above 20.0 tons. All units 5.0 tons and greater must have motorized bypass. All packaged VVT air handlers with economizers must include power exhaust.

(2) Zoning. Provide a proposed zoning map or description. If zoning is accomplished with terminal units, indicate which zone terminal units will be grouped with which central unit. This can be a highlighted floor plan with notes indicating which zone is served by which central unit.

(3) Equipment Type. Indicate the HVAC equipment type (high performance, packaged, split system, air source, water source, gas-fired heat, DX cool, chiller, boiler, refrigerant types, supplemental heat source, etc.) Electric heat shall not be used, except as supplemental heat.

(4) Provide DOAS (Dedicated Outdoor Air Systems) where required by Washington State Energy Code.

(5) Equipment Features. Describe equipment features such as: tonnage, number of stages of control or modulating control – indicate for both heating and cooling, variable frequency drives, economizers, heat recovery, vibration isolation devices/techniques.

(6) Equipment Location. Indicate the proposed location of all key HVAC equipment (roof, indoor, pad-mounted, etc.).

(7) Filtration. Indicate the proposed level of filtration on each central unit, and all fan-powered terminal units.

(8) Controls. Indicate if the controls are to be networked or standalone. If they are networked, state if the controls interface is to be graphical or text-based, and if there will be remote communication. Indicate if exhaust fans, pumps or other building systems will be controlled

(indoor lighting, parking lights, etc.) Projects that require an Energy Management System / Direct Digital Control (EMS/DDC) system shall have a computer-based front end with graphical interface.

Upon agreement of the initial system concept, the design shall be completed and submitted to the State for coordination of thermostat locations.

1.2 SYSTEM INSTALLATION

Install mechanical equipment and dampers to facilitate service, maintenance, and repair or replacement of equipment components. Ductwork must be sealed per Washington State Energy; duct leakage must not exceed IMC and WSEC prescribed levels.

During construction, store all mechanical equipment, ductwork, piping and insulation in a dry location on elevated dunnage. Remove dust from the inside of metal duct sections as they are erected. Cover all duct openings at the end of each workday to prevent dust migration into ducts. If a duct liner does get wet, dry duct liner within 48 hours using a forced air heater. If moist liners are detected, all affected ducts will be required to be replaced at no additional cost to the State.

1.3 CALCULATIONS AND LOADS

The heating and air conditioning load calculations shall be based on the directives of this section.

VENTILATION

Ventilation shall comply with the International Mechanical Code, and all other applicable codes.

LOAD CALCULATIONS

HVAC systems shall be sized in accordance with the Washington State Energy Code, the following values, and the ventilation rates per International Mechanical Code. Methods shall be as described in ASHRAE Fundamentals. Load calculations for each zone or piece of HVAC equipment shall be submitted to the RES Design Professional with drawings indicating the zoning layout for review and approval. Documents shall provide sufficient detail to accurately describe the intended system and shall include, but not be limited to, glazing areas, glazing orientation, zoning map, number of people, miscellaneous equipment loads, and lighting values. When adding a load to existing systems, calculations will show the existing equipment adequate to supply this load without compromising conditions in other areas.

Landlord shall provide HVAC heating and cooling capacity at minimum to maintain office conditions at $72^{\circ}\text{F} \pm 2^{\circ}\text{F}$. System shall allow for:

- 2.8 watts/square foot (w/sf) for tenant space lighting and receptacle loads (0.8 w/sf lighting and 2.0 w/sf receptacle loads), or in compliance with the WSEC whichever is more restrictive.
- Ventilation loads based on occupancy, design conditions, and Code required ventilation rates
- Building envelope loads at ASHRAE design conditions with +99% heating and 1% cooling conditions.
- Occupant loads at one occupant per 120 square feet.

1.4 SYSTEM CONFIGURATION

The HVAC supply air system shall be fully ducted. System shall provide outside air ducted directly to the air handling units at all times during occupancy. All plenum return systems must utilize plenum-rated materials as required by codes. Ductwork shall be constructed of galvanized steel installed per Sheet Metal and Air Conditioning Contractor's National Association (SMACNA) Standards. The need for fiberglass duct linings shall be minimized by design of ductwork for low velocities. Where used, fiberglass duct liner shall have a coated surface on the airstream side which prevents fiber release. Cut edges of liner materials shall be sealed in accordance with manufacturer's recommendations. Acceptable manufacturers are Owens-Corning, Schuller, Knauf, Certain-Teed, or approved equal. Flexible duct shall be factory-insulated type with vapor barrier jacket, one-inch fiber glass insulation, zinc-coated steel-spring helix reinforcement, bonded to polyester or mylar liner. The use of flexible ductwork shall be limited to runs of 8 feet. All materials shall comply with UL 181 listed with flame-spread rating not over 25, smoke-developed rating not over 50.

The use of transfer grilles is permitted to return air from rooms under 170 square feet in area, provided they consist of a pair of grilles connected with ductwork with a minimum of two bends, designed and installed to prevent sound transfer from room to room. Multiple transfers in series are not permitted.

The ratio of supply and exhaust air shall be such that the building shall be under slight positive pressure at all times. When economizers are used, controls shall be provided so that outside air is used for the first stage of cooling, supplying a maximum of 100% outside air when outdoor temperatures are sufficiently low to provide the necessary cooling.

Provide separate perimeter zones at a minimum of one zone for each exterior exposure per floor, with an additional zone for the interior. Perimeter zones shall be within 10 to 14 feet of an exterior wall or glazing. In addition, provide an individual zone for all corner offices larger than 200 SF (i.e. rooms having multiple exterior exposures). HVAC serving interior zones may not also serve exterior zones unless approved by the RES Design Professional. Provide each zone with separate temperature controls and temperature sensors. Provide separate zones for special purpose assembly rooms such as conference rooms and training rooms. The system designer shall verify cooling loads with the Project Team prior to completing design, then submit drawings showing zone and thermostat locations to RES for review and approval prior to commencement of construction.

Provide separate ventilation and cooling equipment with 24-hour air conditioning and separate controls for all voice/data distribution rooms and computer (LAN) rooms. System shall be sized to maintain a temperature range of 65° - 75° F.

Designs, including hydronic systems, shall include balance drawings and schedules, which clearly depict air volumes and flow rates for both air and water required at each register, inlet, exhaust, or tap point. Should the designs involve modifications or additions to existing systems, the designs will include such balance drawings for the entire system, not just the portion included in the rework.

1.5 SYSTEM PERFORMANCE

The following pertains to operation of HVAC systems, and should not be used as design criteria. Design conditions are covered in preceding sections on loads and design. HVAC systems shall be considered to be performing in an acceptable manner if they maintain a normal daily operating temperature of 72° F ±

2° F throughout the year, with a maximum allowable variation of $\pm 4^\circ$ F at the extreme outdoor design conditions defined by ASHRAE.

1.6 CONTROLS

Adequate controls shall be provided within the leased space to ensure satisfactory temperature control under the varying load conditions in each zone. The controls shall not be located above office equipment such as photocopiers, printers, kitchen appliances, etc. The automatic controls shall efficiently control the air temperature in all parts of the leased space and in each zone. The controls shall be completely automatic, 24-hour, 7-day programmable with override switch for easy off-hours operation. Provide commercial electronic, programmable, lock-out thermostats, or monitored Energy Management System within the leased space.

On VAV systems, Variable Frequency Drive controlled supply fans shall be used. Provide logic and programming to reset the duct static set-point such that the maximum VAV terminal unit damper is open between 85-90%.

1.7 FILTRATION

Air filters shall be rated at 25-30% average atmospheric dust spot efficiency with an average resistance rating of 90-95% when tested in accordance with current accepted industry (ASHRAE) Standards. Return air in a plenum system shall be filtered at the terminal box before entering system.

1.8 NOISE

Allowable system noise levels shall be as per Room Criteria (RC) curves in ASHRAE Systems Chapter 43. As maximums, private offices and conference rooms shall be RC 35, with open offices RC 40, and circulation, public areas, and computer rooms RC 45. Plenum return systems must restrict noise transfer to adjacent occupied areas. See Section 07 20 00, 1.2 and 09 81 00.

1.9 BUILDING EXHAUST SYSTEM

Restrooms, showers, mechanical, electrical, janitor rooms, and enclosed copy/workrooms shall receive supply or "transfer" air only and be exhausted directly* to the exterior of the building to prevent air from being recirculated to other rooms. Provide separate exhaust system for venting hazardous gasses from laboratories and similar spaces. Exhaust fans shall be installed on roof or in mechanical equipment rooms, or shall be readily accessible in-line fans (maximum sound level classification of 9.0 Sones at 0.125 inches static pressure). System/fans shall be controlled by automatic 7-day timer or local timer switch, depending on application. All exhaust shall be ducted to outside of building away from air intakes. Exhaust systems shall be interlocked with the building HVAC system controls, and operate during the same time that the building is occupied, including manual override unless RES-approved otherwise.

Intermittent or source-specific exhaust systems which do not operate continuously during the occupied mode shall be interlocked with the building HVAC system controls to provide necessary makeup air required during operation. See Division 27 00 00 for voice/data distribution and computer (LAN) rooms.

*A common exhaust system may be used to exhaust from several of these rooms provided each room is operated on the same time schedule.

23 30 00 HVAC AIR DISTRIBUTION

1.1 AIR DISTRIBUTION

The quantity of supply diffusers and return air grilles shall be sufficient to provide even-air distribution throughout the zone. They shall be located in response to the final space plan/work station layout to minimize air blowing directly on individual work stations; but in all cases each supply diffuser shall have a serving area not exceeding 250 square feet and each return air grille shall have a serving area not exceeding 1,000 square feet. Diffusers shall be appropriately sized to provide controlled multi-directional/modular core air distribution with vanes, and shall have a balancing damper minimum of 4' upstream of the grille. Diffusers shall have sound ratings at design airflows of below NC 27. Each diffuser shall have a dedicated and accessible duct-mounted volume damper. Perforated grilles on supply diffusers are not acceptable. Floor registers/diffusers are not allowed, unless part of a raised access floor system serving computer (LAN) rooms.

1.2 AIR INTAKE

Locate air intake away from exhaust outlets and from sources of odors or degraded air quality such as designated smoker areas, chimneys, plumbing vents, and the like. Locate all outside air intakes on the roof or in protected areas to prevent tampering.

END OF DIVISION 23 00 00

26 00 00 ELECTRICAL

1.1 GENERAL

Provide complete electrical power distribution system as required for mechanical and electrical equipment, standard power, isolated power, lighting system, and other equipment as indicated on the drawings and/or specified herein (see Parts A and B, or attached addendum.)

1.2 PRODUCTS AND APPLICATIONS

All products must be of the quality herein specified. All products shall be new and free from defects. All products shall be UL or Extract Transform Load (ETL) certified for the purpose for which they are used. Wires shall be attached to receptacles, switches, and fixtures by a positive clamping method that can be tightened and secured by a screw. "Stab Lock" attachment method is not acceptable.

No electrical conduit shall be more than 40% filled in cross sectional area.

26 05 00 COMMON WORK RESULTS FOR ELECTRICAL

1.1 SUMMARY OF THE WORK

Separate the mechanical power and equipment circuits from receptacle circuits, and locate in separate panels when more than one panel is used. All panel boards shall have key-controlled locking covers. Identify all circuits within panel boards by circuit directory and mark each receptacle with its appropriate circuit number with a visible, indelible typed label.

1.2 DEFINITIONS

The following definitions shall be utilized for the explanation of electrical symbols delineated on the drawings. The examples of use are typical, but can vary for different tenant agencies. Equipment should be powered as recommended by the manufacturer.

DEDICATED RECEPTACLE

The sole receptacle served by a dedicated powered circuit connected to a common ground. Only one simplex, duplex or fourplex receptacle allowed per circuit (usually 20-amp). Identify each receptacle with a red dot. Typically used for equipment and appliances: refrigerators, microwaves, vending machines, photocopiers, laser printers (verify), etc.

STANDARD RECEPTACLE

A 120v, 60Hz, single-phase, 20-amp power receptacle served from a standard branch circuit connected to a common ground. Up to six duplex receptacles may be served from a single 20-amp circuit. Typically used for task lights, desktop appliances, and general convenience.

26 05 13 MEDIUM-VOLTAGE OPEN CONDUCTORS

CONDUCTORS

Feeder and branch circuit conductors shall utilize copper conductors with THHN/THWN insulation. Minimum conductor size for power circuits shall be #12 AWG. Conductors in circuits less than 100 amps shall be sized based on 60°C NEC ampacity ratings. Branch circuit ratings shall be increased per electrical code to limit voltage drop to a maximum of 3%. Minimum branch circuit ampacity rating shall be 20 amps.

26 05 26 GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

GROUNDING

Each feeder and branch circuit raceway shall include a copper ground conductor sized per the National Electrical Code.

26 05 33 RACEWAY AND BOXES FOR ELECTRICAL SYSTEM

RACEWAYS

Branch circuit and feeder raceways for interior areas shall utilize EMT (electric metallic tubing) raceways. Provide galvanized rigid steel conduits (GRS) in areas where exposed conduits are subject to damage or in outdoor locations. Metal Clad (MC) Cables shall be allowable where installed within concealed construction. Conduit raceways shall be installed in concealed construction unless in electrical/mechanical rooms or in open to structure spaces.

PANEL BOARDS

Panel boards shall be dead front style and utilize copper or aluminum buses. Panel board covers shall be keyed and utilize door-in-door construction with continuous hinges. Overcurrent devices

shall be fully rated for the available fault current. Panel boards shall include arc flash labels with incident energy levels and available fault current per NFPA 70E.

CIRCUITING GUIDELINES

1. Assume a maximum of four computers each with up to (3) LCD monitors shall be connected to a single 20A circuit.
2. One 20A circuit shall supply a maximum of three private offices.
3. One dedicated 20A circuit shall supply conference rooms smaller than 140sf. Two dedicated 20A circuits shall supply conference rooms sized 140 to 300sf. Additional circuits shall be provided for audio-visual (AV) or similar equipment.
4. Dedicated circuits shall be provided for copiers, kitchen appliances and other specified equipment.
5. Provide cleaning/maintenance duplex receptacles throughout all areas spaced at a maximum of 40 feet. Connect six receptacles per circuit.

CONTROLLED RECEPTACLES

50% of receptacles shall be controlled within private offices, open offices, conference rooms, copy rooms, break rooms and classrooms in accordance with Washington State Energy Code. The controlled receptacles shall be controlled along with the automatic lighting in each space or zone. Provide fourplex receptacles with half of the receptacle controlled at these spaces. Include factory controlled receptacle marking per code.

POWERED SYSTEMS FURNITURE

Provide ceiling, wall or floor branch circuit feed to powered systems furniture. It is anticipated four circuit, eight wire systems will be used. Adjust guidelines for other furniture configurations. Provide one (4)-circuit supply connection to the power whip provided by furniture manufacturer. Provide four circuits for a maximum of twelve workstations. One of the receptacle circuits shall be controlled per the Washington State Energy Code, the other three shall be non-controlled. This guideline is based on two duplex receptacles per workstation; (1) controlled (labelled) (1) non-controlled. Provide one controlled circuit to connect to up to (12) workstations. Provide one non-controlled circuit for up to four workstations. Coordinate with furniture manufacturer.

FLOOR DEVICES

Provide floor box at slab on grade locations and poke thru devices at concrete decks. Provide minimum of one floor box or poke thru device at conference room tables. Provide furniture feed floor boxes or poke thru device where furniture systems are not connected from wall or ceiling (power pole). Provide floor devices at other areas as required by drawings. Floor devices shall have power and data outlets. Provide large capacity devices where needed for audio visual connectivity; equal to Wiremold EFB8 floor outlet or 8AT poke thru devices.

26 08 00 COMMISSIONING FOR ELECTRICAL SYSTEMS

COMMISSIONING REQUIREMENTS

For lighting controls which include daylight or occupant sensing controls, automatic shut-off controls, occupancy sensors, or automatic time switches; the lighting controls shall be tested to ensure that control devices, components, equipment and systems are calibrated, adjusted, and operate in accordance with approved plans and specifications. Sequences of operation shall be functionally tested to ensure they operate in accordance with approved plans and specifications. The Lessor shall provide a complete report of test procedures and results to the RES Design Professional.

26 09 00 INSTRUMENTATION AND CONTROL FOR ELECTRICAL SYSTEMS

SWITCHING

1.1 SUMMARY OF THE WORK

Switch each space enclosed by walls or ceiling-height partitions with lighting controls within that space. The controls shall be readily accessible at the point of entry/exit to personnel using the space. Provide bi-level lamp switching, alternate fixture switching or manual dimming control in accordance with WSEC.

Exceptions: The following lighting controls may be centralized in remote locations:

1. Lighting controls for spaces which must be used as a whole (such as open office areas).
2. Automatic controls, when provided in addition to manual controls, need not be accessible to the users.
3. Controls requiring trained operators.
4. Controls for safety hazards and security.

1.2 AREA CONTROLS

A master control may be installed provided the individual switches retain their capability to function independently. Circuit breakers used as switches are not acceptable.

Exceptions:

1. Warehouse areas.
2. Areas less than 5% of the building footprint for footprints over 100,000 sq. ft.

1.3 DAYLIGHT ZONE CONTROL

All day lighted areas shall be controlled per the WSEC.

1.4 AUTOMATIC SHUT-OFF CONTROLS, EXTERIOR

Exterior lighting shall be controlled in compliance with the WSEC.

1.5 AUTOMATIC SHUT-OFF CONTROLS, INTERIOR

Leased spaces shall be designed and controlled in accordance with the WSEC.

Exceptions:

1. Areas that must be continuously illuminated or illuminated in a manner requiring manual operation of the lighting.

1.6 OCCUPANCY SENSORS AND PLUG LOADS

Interior lighting and power loads for standard receptacles shall be controlled in compliance with the WSEC. Where occupancy sensors are installed, they shall be installed in unobstructed locations. Where an outlet is assigned to a plug load reduction circuit, it shall be identified with a dedicated color device or label.

1.7 AUTOMATIC TIMED SWITCHES

Automatic timed switch controls shall have a minimum 7-day clock and be capable of being set for 7 different day types per week and incorporate an automatic "shut-off" feature, which turns off all loads for at least 24 hours and then resumes normally scheduled operations. Automatic time switches shall also have program back-up capabilities which prevent the loss of program and time settings for at least 10 hours if power is interrupted.

Automatic timed switches shall incorporate a manual over-ride switching device which is readily accessible and located so that a person using the device can see the lights or areas controlled by the switch. The manual over-ride switch shall allow the lighting to remain on for no more than 2 hours and control an area not exceeding 5,000 sq. ft.

26 27 00 LOW-VOLTAGE DISTRIBUTION EQUIPMENT

1.1 FLOOR BOX SERVICE FITTINGS

Provide recessed boxes and durable flush-floor metal covers for service fittings at open office locations. Walker, Hubbell, or RES-approved equal. The covers shall accommodate carpet application for the finished appearance.

1.2 SERVICE POLES (Power Duct Posts)

When service poles are shown on RES drawings, provide 6'-0" minimum flex electrical connection in ceiling space to allow repositioning for accommodating workstation furniture. Install above-ceiling J-box in locations concurrent with the service poles shown on RES drawings. Exact service pole locations and pole installation shall be determined by furniture placement at the time of move-in by the state tenant. Poles will be provided by the Agency's vendor. Connect the systems furniture wiring (provided by the Agency's vendor) to the "hot boxes" after the system furniture has been installed. Receptacles, jumpers and power bars, in the furniture, shall be installed by the Lessor's licensed electrician.

26 50 00 LIGHTING

26 51 00 INTERIOR LIGHTING

26 51 13 INTERIOR LIGHTING FIXTURES, LAMPS, AND BALLASTS

1.1 SUMMARY OF THE WORK

Provide electric lighting serving all spaces shown or referenced on the RES-approved drawings to achieve the lighting levels specified in Section 26 50 00, utilizing the fixtures specified in Section 26 51 13, and incorporating switch controls as specified in Section 26 09 00.

1.2 INSTALLATION

Fixtures shall be connected with 6'-0" minimum of flex conduit to allow repositioning to provide required illumination. Locate fixtures as required for individual desk locations.

1.3 FIXTURES, BALLASTS AND LAMPS

Provide, high-efficiency, energy-saving Light-Emitting Diode (LED) fixtures (preferred) and/or retrofit LED lamps, or fluorescent fixtures with rapid or programmed-start ballasts, except where noted otherwise below.

BALLASTS

Fluorescent ballasts shall be class P thermally-protected, low energy, high-frequency, electronic ballasts meeting ANSI requirements and the following ratings:

1. Minimum Power Factor (PF): 95% at nominal line voltage
2. Maximum Total Harmonic Distortion (THD): 10%
3. Sound Rating: A.

LAMPS

1. For general office spaces: LED or T5 (HE) lamps, with 3500^o K. (+) temperature rating and a minimum color rendering index (CRI) of 80.
2. For exit lights: LED light source with battery back-up. Exit signs must meet Energy Star requirements.

1.4 FIXTURE REQUIREMENTS FOR SPECIFIC AREAS

For general office space: provide direct/indirect lighting fixtures, either pendant or recessed. Design and layout to be coordinated with the State's Project Team.

For restrooms, utility rooms, lunchrooms, storage rooms, LAN rooms, and the like: provide standard LED or fluorescent fixtures.

For conference rooms, training rooms, waiting rooms, hallways, and other intensive-use or high profile rooms: provide a combination of fixtures utilizing at least two of the following in each application: pendant or recessed direct/indirect, can lights, wall sconces, and wall washers.

In warehouse and high-bay applications: provide high-bay LED lamp and light fixtures with 3500° K.(+) temperature rating and a minimum color rendering index (CRI) of 80.

All fluorescent fixtures shall be approved by the lamp manufacturer up to a specific ambient operating temperature of 113° F. at 240V (with the ballast inside fixture) or 122° F. at 240V (with the ballast outside fixture).

1.5 LIGHTING LEVELS

WAITING, STORAGE, RESTROOMS AND HALL AREAS

Provide a minimum of 15 average maintained foot-candles illumination in waiting, storage areas and restrooms. Hallways shall have a minimum of 15 average maintained foot-candles illumination.

OFFICES, OPEN OFFICE AREAS, ASSEMBLY AREAS

Provide a minimum of 30 average maintained foot-candles illumination at all work surface desk-level locations. Coordinate light fixture locations with workstation layout in open office areas.

WAREHOUSES

Provide a minimum of 25 average maintained foot-candles illumination measured at 36" AFF at all warehouse locations. Coordinate light fixture locations with warehouse layout.

PARKING AREAS AND PEDESTRIAN PATHWAYS

Provide 2 minimum maintained horizontal and 1 maintained vertical footcandles in parking areas and 1 minimum maintained horizontal and vertical footcandles illumination in all walking areas for pedestrian security, with complete illumination of exterior areas leading from facility/structure to parking areas.

26 52 00 EMERGENCY LIGHTING

Provide minimum emergency illumination levels of 1 footcandle along all egress pathways in accordance with building codes. Provide exit signage along all egress pathways and at exit doors. Connect emergency fixtures and exit signs to emergency circuits, or equip with emergency battery pack units. Control all emergency fixtures via adjacent fixtures as required by WSEC. When emergency circuits are utilized, connect the egress fixture from emergency and normal circuit through a UL924 device.

END OF DIVISION 26 00 00

27 00 00 COMMUNICATIONS

27 20 00, 27 20 00, 27 40 00 VOICE, DATA, AND AUDIO-VISUAL COMMUNICATIONS

1.1 GENERAL

Contractor shall coordinate with, and provide site access to, the State's Information Technology (IT) representative and with the telephone/data vendors and/or contractors. Coordinate the placement of all rough-in requirements and all State-supplied equipment that is required for a proper functioning communications and information technology system.

1.2 INSTALLATION/FITTINGS

Provide rough-in system as required for complete standard installation of equipment, cable, and accessories. Provide J-box, mud ring, and 1" conduit with bushings to ceiling access where required for wall outlets.

Provide conduit sleeves with bushings at all wall/ceiling cable penetrations. Provide conduit sleeves extending above all hard ceiling or inaccessible ceiling locations. Conduit sleeve size shall provide for 40% maximum cable fill capacity.

NOTE: J-box and conduit are required only in locations where cabling will be routed in walls or partitions. Provide standard flush-floor box service fittings for open office locations except at existing slab-on-grade. For concrete floor assemblies in multi-story facilities, monument-type floor boxes may be substituted for flush floor boxes, if approved by the RES Design Professional.

1.3 VOICE/DATA DISTRIBUTION ROOMS ("LAN" ROOM)

Do not locate the building electrical panels in, adjacent to, or on a common wall with any voice/data distribution room. Provide 2 - 120V 20-amp dedicated circuits with fourplex receptacles for telephone equipment, location as identified on plan. In addition, provide 4 - 4" diameter conduit sleeves through floors from distribution room and through floors and ceiling into the voice/data distribution rooms. (See Section 06 20 00, 1.2 for wall-mounted equipment board requirements).

Voice/data distribution rooms shall be located in spaces completely free from piping systems that do not serve the space including water systems, hydronic systems, waste systems, rain leaders, and sprinkler systems. Relocate existing building piping systems outside of voice/data distribution room locations as necessary. Do not locate piping systems serving the room directly above electronic/computer equipment.

1.4 CABLE MANAGEMENT SYSTEMS

Where specified, cable management system shall consist of trays or J-Hooks, and shall be aligned along the spine of the building, turning at 90 degrees to connect any cable rings or hangers used to secure cables from trays or J-Hooks to point of use. Coordinate the location with the Lessee.

For cable not installed in conduit, and within a plenum air-space environment, such cable shall be plenum-rated CPM (“Communications Multipurpose Cable – Plenum”) or OFNP (“Optical Fiber Non-Conductive – Plenum”). All cabling shall be labeled as plenum-rated or non-plenum-rated.

END OF DIVISION 27 00 00

28 00 00 ELECTRONIC SAFETY AND SECURITY

28 30 00 ELECTRONIC DETECTION AND ALARM

28 31 00 FIRE DETECTION AND ALARM

1.1 SUMMARY OF THE WORK

Where required by code or the state tenant, provide a centrally-controlled and annunciated, non-coded, fire alarm system including audible and visual alert devices, manual pull stations, automatic heat/smoke detectors, and automatic communication to a central monitoring provider. Provide a fire alarm system designed, installed, and tested in accordance with the NFPA 72 National Fire Alarm Code and federal, state, and local codes. Provide and maintain central monitoring provider service including continuing communications systems.

END OF DIVISION 28 00 00

32 00 00 EXTERIOR IMPROVEMENTS

32 10 00 BASES, BALLASTS AND PAVING

1.1 SUMMARY

Asphalt paving and sub-base shall be of sufficient thickness to support vehicular and truck traffic without permanent deformations and deterioration. Provide complete weed kill under new asphalt paving as required by the site conditions and as required in landscaping areas.

Place catch basins and slope asphalt paving to prevent standing water and keep draining water away from pedestrian crosswalks. Provide minimum 2% - 3% cross slope to stormwater catch basins. Curb radius to be minimum of 12' at parking intersections, unless otherwise required by local ordinances. Comply with all applicable accessibility requirements.

32 13 00 RIGID PAVING

New sidewalks shall be screed, floated, and steel-troweled with a light broom finish, or to match adjacent work. Concrete shall be a minimum compressive strength of 3,000 psi.

32 17 00 PAVING SPECIALTIES

32 17 13 PARKING BUMPERS

Wheelstops shall be reinforced precast concrete, steel dowel-anchored. Position 3'-0" from curbing. (NOTE: in locations of high annual snowfall, steel dowels may be omitted, except where wheelstops are

required to protect structures or other hazards.) Integral sidewalk/wheelstop curbs are allowed as long as the remaining clear width of sidewalk meets or exceeds the minimum width for access as required by code. In such instances, allow 3'-0" for vehicle bumper overhang.

32 17 23 PAVEMENT MARKINGS

Standard parking stalls shall meet jurisdictional dimension requirements. Provide code-required accessible parking stalls. Striping shall be 4" wide. Paint international symbol on the paving surface of each accessible stall and provide required accessible sign at the head of each stall(s).

32 39 00 MANUFACTURED SITE SPECIALTIES

32 39 13 MANUFACTURED METAL BOLLARDS

Bollards shall be 6"Ø concrete-filled galvanized steel pipe. Embed minimum of 4' into ground and extend 4' above ground level. Paint exposed surface international yellow. Pre-manufactured bollards may be acceptable upon approval by RES Design Professional.

32 80 00 IRRIGATION

32 84 00 PLANTING IRRIGATION

Underground irrigation system shall include integrated time clock control, with moisture sensor, metered separately from main water meter. Provide automatic drainage system to protect system against freezing, including air blowout connections and anti-siphon valve(s). Provide low-volume drip system and/or heads

32 90 00 PLANTING

For new construction and change-of-use facilities, provide landscaping that utilizes native and adaptive species that does not require irrigation outside of drought and establishment periods. If an irrigation system is already installed the system must be separately metered. Show the location of all existing trees on the as-built submittal drawing, and appropriately protect all retained trees and shrubs during construction. Submit plans for review by RES Design Professional.

END OF DIVISION 32 00 00

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END OF LEASED SPACE REQUIREMENTS

Exhibit B

Scope of Work
953 Village Way
Monroe, WA 98272

- Add one additional office approx. 10x12 to the first floor (See Drawing) Job to include:
 - All required permits
 - 2-new walls
 - New door
 - Match lighting, electrical outlets, communication wiring and HVAC to the existing two offices. (Match as closely as possible.)
 - Provide all materials and labor necessary to complete the project.
 - Contractor will need to follow prevailing wage laws.

Lease No. SRL 23-0075
Exhibit "J"

Please Initial

gas /

EXHIBIT J Janitorial Specifications

1. Lessee/Tenant: Department of Children, Youth, and Families
- Address: 953 Village Way and Village Court, Monroe, Washington 98272
- Lessee/Tenant Contact Person: _____
- Phone: _____

2. GENERAL INFORMATION

For purposes of this Exhibit, the term "Lessor" means the Lessor, Lessor's employees and/or the Lessor's Contractor(s). The term "Lessee" means the tenant state agency.

3. SPECIFIC INFORMATION

Equipment and Cleaning Supplies: The Department of Ecology and the Department of Enterprise Services have partnered to promote the purchase and use of environmentally safe products in state-occupied facilities. In doing so, we will help protect and restore bio-diversity and ecosystem integrity to provide a sustainable environment for the State of Washington. In order to promote these principles of sustainability, the State of Washington requires that all cleaning products used within state occupied facilities shall, when feasible, be environmentally safe, biodegradable, and be low-VOC (Volatile Organic Compounds). Our goal is 100% use of "green" products as defined by Green Seal's GS-37 and GS-40 standards (see website listing at end of exhibit.).

Air Quality: Because indoor air quality protection is a concern for agencies, all vacuum cleaners will be of a type that can remove 99.97% of harmful particles, including dust, mold spores, and most microscopic respiratory irritants and allergens down to 1 micron. If disposable vacuum bags are used, they must be replaced in accordance with the manufacturer's directions once filled and cannot be re-used. All vacuums must meet or exceed the following requirements: 12 amp motors; a suction of 85 inches; and airflow of 100 cfm.

4. LESSEE RESPONSIBILITIES:

Janitorial Specification Schedule: The Lessee will reproduce a copy of the Janitorial Specification Sheets for each month of the year; post the current month's sheets in a conspicuous location; verify that janitorial services are performed as scheduled; rate services at the end of each month as either (S) Satisfactory or (U) Un-satisfactory; and contact the Lessor (or vendor personnel) to discuss any deficiencies and actions necessary to correct any deficiencies. A written memo documenting the date of discussion, names of individuals involved, and specific concerns discussed should be attached to the Janitorial Specifications for the month concerned.

Janitorial Supplies: When the lease specifies that the Lessee will provide any janitorial supplies, and unless otherwise specified in the lease, the Lessee, where feasible, will provide environmentally safe and biodegradable janitorial supplies. The Lessee will provide Material Safety Data Sheets (MSDS) to the Lessor for all janitorial supplies provided by the Lessee. The Lessor shall provide a secure storage area on the premises to secure any janitorial supplies furnished by the Lessee. No janitorial supplies furnished by the Lessee will be removed from the premises or used for any purpose but janitorial services provided to the premises.

Housekeeping: The Lessee will follow good housekeeping practices, including proper disposal of open food and drink, toner cartridges, and any other items that may attract pests, damage Lessor's property, or threaten health.

Recycling: Where recycling programs are in effect, Lessee will properly separate recycling material from trash and use the appropriate receptacles for disposal.

TO BE USED ONLY WHEN THE LESSEE PROVIDES LIGHT TUBES/BULBS: When the Lessee provides light bulbs/tubes under the terms of the lease, the Lessee will establish a lighting recycling program for spent lighting. The Office of State Procurement has a statewide convenience recycling contract for use by state agencies.

5. LESSOR RESPONSIBILITIES:

Janitorial Specification Schedule: Lessors are expected to adhere to the Janitorial Specification schedule as shown; but Lessors, with the concurrence of assigned Lessee personnel, may alter the performance schedule as long as the required performances are maintained. Lessors should also converse, on a monthly basis, with Lessee to ensure that the agency is satisfied with the service level.

Recycling and Disposal: The Lessor will establish a recycling program for spent lighting identified under Washington Administrative Code 173-303-573 (such as fluorescent tubes). The Lessor will properly dispose of all hazardous waste (such as certain lamp ballasts.)

Safety and Health: Lessor shall comply with any and all Federal, State and Local Laws, codes, ordinances or rules that apply to janitorial cleaning service operations and to health and safety in the workplace. This includes compliance with Prevailing Wage rules and environmental requirements of any appropriate jurisdiction. Safe and healthful practices shall be followed in performance of all work.

Energy and Utilities: The Lessor will require that unnecessary lights will be turned off except in areas where janitorial work is in progress and will be turned off upon completion of work. Safety lighting and code requirements may dictate that certain lighting be on at all times. To conserve energy, exterior doors and windows will not be opened unless necessary to perform janitorial work. Water supplies will be turned off except when needed and will not be left running unattended. Doors and windows will be closed and locked prior to janitorial staff departing the premises.

Hours of Work: Janitor services, except exterior work and work done on Saturdays, Sundays, and Holidays, shall be performed to completion only between the hours of 5:30 P.M. and 6 A.M. unless otherwise specified in writing between the Lessor and the Lessee, or, if circumstances warrant a temporary change, unless pre-approved by the designated Lessee contact(s). If normal scheduled services fall on a holiday, the services will be performed the following work night. On request, a responsible representative of the Lessor shall make himself/herself available during office hours for joint inspection of the premises, consultation and/or receipt of instructions.

Tools, equipment and supplies: Unless otherwise provided in the lease, the Lessor shall supply all necessary tools, equipment, and waxes, strippers, cleaners, brooms, mops, buckets, buffers and all other tools and supplies for the provision of janitorial services. Equipment must be professional/commercial grade and materials shall be first quality, shall give good service and shall give results satisfactory to the Lessee. The State encourages janitorial services to use micro fiber cleaning cloths, dust mops and wet mops. These tools often provide added cleaning power, collecting dirt and dust rather than just pushing it around. They can be washed and reused many times and reduce cleaning time. Micro fiber may also pick up bacteria where larger fibers cannot.

The Lessor will supply current Material Safety Data Sheets (MSDS) for all janitorial supplies supplied by the Lessor. An MSDS will be provided before each new product is introduced. At lease inception and at least annually thereafter, the Lessor will provide the Lessee an updated set of MSDS sheets used by janitorial staff. Where feasible, all cleaning supplies used within state facilities shall be environmentally safe. Only environmentally safe, biodegradable and low-VOC cleaning supplies approved by the Lessee shall be used.

The State strongly recommends that the total number of cleaning supplies/chemicals be restricted to as few products as possible. The State, for example, requires hot water extraction methods for cleaning carpets, provided this method will not void warranties. Many environmentally safe products are suitable for a number of different cleaning needs. A smaller number of chemicals reduces the possibility of workers being exposed by possible harmful interactions of different chemicals, reduces the amount of chemical inventory on site, simplifies training of janitorial workers, and simplifies purchasing of janitorial supplies.

The Lessor will maintain neat and clean janitorial closets. This improves safety, makes inventory easier, helps eliminate old products no longer used and reduces the chances of unsafe product interactions.

All janitorial cleaning supplies and/or chemicals to be used and/or stored on the premises must be pre-approved for use by the Lessee's designated contact.

Lessee Information and Equipment: The Lessor shall prohibit janitorial service providers from moving and reading papers on desks, opening desk drawers and cabinets, and using telephones and office equipment provided for official business. The Lessor shall prohibit children and non-employees from being on the premises during the time janitorial services are being performed.

Security: Refer to "Security" in lease, if applicable.

Lessor Performance: All work is to be performed completely and in a professional manner to the satisfaction of the Lessee. The Lessor will perform janitorial services in accordance with the specifications in the charts below. The Lessor will provide performance report forms at least monthly for the Lessee to complete. Lessee will provide Lessor a copy of completed reports.

6. CONFLICTS:

The Lessee and the Lessor should contact each other as soon as possible when janitorial service issues arise and jointly agree on resolutions. If janitorial services issues cannot be resolved, the Lessor and/or the Lessee should contact the Department of Enterprise Services's office of Real Estate Services.

7. **HELPFUL RESOURCES:**

WA Governor's Executive Order 20-01: Sustainable Practices by State Agencies

https://www.governor.wa.gov/sites/default/files/exe_order/20-01%20SEEP%20Executive%20Order%20%28tmp%29.pdf

WA Department of Enterprise Services' The Environmentally Preferable Purchasing References:

<https://des.wa.gov/services/contracting-purchasing/policies-training/resources/environmentally-preferred-purchasing>

WA Department of Ecology Buying Green sustainable purchasing for state agencies

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Green-purchasing/Green-products>

US Environmental Protection Agency's Guidance on Environmentally Preferable Purchasing

<https://www.epa.gov/greenerproducts/buying-green-federal-purchasers>

National Association of State Procurement Officials Green Purchasing Guide

<https://www.naspo.org/green-purchasing-guide/>

Exhibit J: Janitorial Specifications

Day(s) or month(s) job to be performed	Maximum performance allowed	Performance rating: Satisfactory/ Unsatisfactory
-------------------------------------------	-----------------------------------	-----------------------------------------------------------

Month of: _____

1. Spot vacuum all carpeted areas and rugs.	1. Daily, as needed	5 X WEEK	S	U
2. Spot dust mop all uncarpeted floors.	2. Daily, as needed	5 X WEEK	S	U
3. Detail Vacuum or dust mop all uncarpeted floors. Vacuuming is to be done using appropriate floor tool. If dust mopping, use clean, treated dust mop or untreated micro fiber mop.	3. Per Schedule			
A. Reception, entrance, lobby areas	Per Schedule	5 X WEEK	S	U
B. General office area	Per Schedule	3 X WEEK	S	U
C. Lunchroom/coffee room area.	Per Schedule	3 X WEEK	S	U
D. Restroom areas See specification #19				
E. Supply/mailroom area	Per Schedule	1 X WEEK	S	U
F. Stairway/	Per Schedule	1 X WEEK	S	U
G. Hall area	Daily as needed	5 X WEEK	S	U
G. Other	To Be Determined	TBD		
4. Detail vacuum all carpeted areas and rugs	4.			
A. Reception, entrance, lobby areas	Per Schedule	3 X WEEK	S	U
B. General office area	Per Schedule	1-2 X WEEK	S	U
C. Lunchroom/coffee room area	Per Schedule	5 X WEEK	S	U
D. Supply/mailroom area	Per Schedule	1 X WEEK	S	U
E. Stairway/hall area	Per Schedule	2 X WEEK	S	U
F. Other	To Be Determined	TBD		
5. Strip, seal and wax all tiled floors	5. Annually	1 X YEAR		
A. Reception, entrance, lobby areas	Per Schedule	Or more	S	U
B. General office area	Per Schedule	often, as	S	U
C. Lunchroom/coffee room area	Per Schedule	needed,	S	U
D. Restroom areas (employee/public)	Per Schedule	based on	S	U
E. Supply/mailroom area	Per Schedule	performance	S	U
F. Stairway/hall area	Per Schedule	ratings.	S	U
G. Other	To Be Determined	TBD	S	U
6. Machine scrub and top coat tiled floors	6. Per Schedule	2 X YEAR	S	U
A. Reception, entrance, lobby areas	Per Schedule	2 X YEAR	S	U
B. General office area	Per Schedule	2 X YEAR	S	U
C. Lunchroom/coffee room area	Per Schedule	2 X YEAR	S	U
D. Restroom areas (employee/public)	Per Schedule	2 X YEAR	S	U
E. Supply/mailroom area	Per Schedule	2 X YEAR	S	U
F. Stairway/hall area	Per Schedule	1 X YEAR	S	U
G. Other	To Be Determined	TBD	S	U

Exhibit J: Janitorial Specifications

Day(s) or month(s) job to be performed	Maximum performance allowed	Performance rating: Satisfactory/ Unsatisfactory
-------------------------------------------	-----------------------------------	-----------------------------------------------------------

Month of: _____

7. Maintain elevator floors using procedures for tile or carpeted floors as applicable. • Clean door grooves in elevators	7. As Above	As Above	S	U
	Per Schedule	1 X MONTH	S	U
8. Spot vacuum and/or wet mop carpet or rubber mats and runners	8. Daily as needed	5 X Week	S	U
9. Spot damp mop all tiled floors	9. Daily, as needed	5 X WEEK	S	U
10. Mop tiled floors	10.			
A. Reception, entrance, lobby areas	Per Schedule	2 X WEEK	S	U
B. General office area	Per Schedule	1 X WEEK	S	U
C. Lunchroom/coffee room area	Per Schedule	2 X WEEK	S	U
D. Supply/mailroom area	Per Schedule	1 X WEEK	S	U
E. Stairway/hall area	Per Schedule	1 X WEEK	S	U
F. Other	To Be Determined	TBD	S	U
11. Dust all cleared horizontal surfaces within reach (Contractor to provide Lessee with a schedule of areas to be detail dusted)	11. Per Schedule	1 X WEEK	S	U
12. Dust all high ledges, including picture frames that require a ladder to reach	12. Per Schedule	4 X YEAR	S	U
13. Spot clean finger marks, smudges, etc. from glass doors, glass partitions, wooden/metal doors, trim, light switches, walls, woodwork, etc.	13. Daily as needed	5 X WEEK	S	U
14. Vacuum cloth-covered chairs and couches.	14. Per Schedule	2 X YEAR	S	U
15. Clean all plastic or vinyl covered furniture such as chairs and couches.	15. Per Schedule	2 X YEAR	S	U
16. Dust both horizontal and vertical Venetian blinds.	16. Per Schedule	2 X YEAR	S	U
17. Dust/clean all light fixtures and ceiling vents.	17. Per Schedule	1 X YEAR	S	U
18. Empty all waste receptacles and deposit in outside garbage cans/bins.	18. Daily	5 X WEEK	S	U
19. Empty recycling containers (if tenant has program)	19. Per Schedule	1 X WEEK	S	U

Exhibit J: Janitorial Specifications

Day(s) or month(s) job to be performed	Maximum performance allowed	Performance rating: Satisfactory/ Unsatisfactory
-------------------------------------------	-----------------------------------	-----------------------------------------------------------

Month of: _____

20. Restrooms:			
• Clean/disinfect all toilet bowls & urinals.	Daily	5 X WEEK	S U
• Clean/wash basins and attached fixtures.	Daily	5 X WEEK	S U
• Clean all mirrors.	Daily	5 X WEEK	S U
• Sweep, damp mop & disinfect all restroom floors.	Daily	5 X WEEK	S U
• Detail clean sinks, urinals and toilets using control chemicals	Per Schedule	1 X WEEK	S U
• Wash and disinfect toilet partition walls	Per Schedule	1X MONTH	S U
• Wash and disinfect restroom walls	Per Schedule	2 X YEAR	S U
• Fill all toilet paper receptacles, paper towel receptacles, soap dispensers, etc.	Daily	5 X WEEK	S U
Miscellaneous Job Performances			
21. Clean drinking fountains.	21. Daily	5 X WEEK	
22. Clean outer surfaces of vending machines.	22. Per Schedule	1X MONTH	S U
23. Wash interior side of windows.	23. Per Schedule	2 X YEAR	S U
24. Wash exterior side of windows.	24. Per Schedule	2 X YEAR	S U
25. Clean lunchroom counter tops and table tops.	25. Daily	5 X WEEK	S U
26. Clean and disinfect inside and outside of all waste receptacles, including restroom receptacles.	26. Per Schedule	2 X YEAR	S U
27. Replace light bulbs including outside fixtures and fluorescent tubes.* (Recycle spent lighting.)	27. As Needed	AS NEEDED	S U
28. Vacuum/clean cloth/vinyl partitions.	28. Per Schedule	1 X YEAR	S U
29. Secure/lock doors and gates	29. Daily	AS	
30. Clean carpet at least once per year using hot water extraction methods, unless this method will void warranties. Apply water and stain retardant as recommended by the manufacturer. To be scheduled with Lessee's Designated representative	30. Per Schedule	NEEDED 1 X YEAR	S U
Exterior Job Performances			
31. Sweep all outside entrances, stairs and walkways.	31. Daily	1 X WEEK	S U
32. Police outside entrances, stairs, walkways to remove debris, picking up litter and debris within a 10-foot radius of the building.	32. Daily	5 X WEEK	S U
33. Remove ice and snow from walkways and building entrances.	33. As needed		S U
*Fluorescent tubes must be disposed of as a dangerous waste per WAC 173-303-573. For further information on disposal contact the Department of Ecology.			

SNOHOMISH REGIONAL FIRE AND RESCUE

RESOLUTION NO. 2023-08

WAIVER OF COMPETITIVE BIDDING REQUIREMENTS

Background: RCW 39.04.280 provides for the waiver of competitive bidding requirements under enumerated conditions including (1)(a) Purchases that are clearly and legitimately limited to a single source of supply and (1)(b) Purchases involving special facilities or market conditions.

1. The District needs to purchase three ambulances. In order to meet the District’s time frames the chassis must be purchased as soon as possible “Equipment.”
2. The District was notified that the Equipment it requires will be available only during a limited order window from Ford.
3. Because of global supply chain issues and high demand for the Equipment, the District would not be able to secure the Equipment if it used a competitive bidding process as the demand for the Equipment exceeds the supply and there are no other known sources that could provide the Equipment within the District’s time frame;
4. The Equipment once secured will be used to construct a complete ambulance by Braun which will then be purchased through the HGAC purchasing cooperative;
5. District staff has determined that any delays in securing the Equipment will result in such Equipment becoming unavailable and that securing the Equipment now will allow the District to meet its Equipment needs in a timely manner to better serve the District taxpayers;

Resolution: NOW THEREFORE, BE IT RESOLVED, that the Snohomish Regional Fire and Rescue Board of Commissioners hereby declares that a special market condition exists and waives the competitive bidding requirements based on the reasons enumerated above and authorizes the Fire Chief to agree to purchase the Equipment through Braun NW at a cost of \$170,985 plus applicable tax and licensing to be paid as a component of the purchase price when the ambulance units are purchased..

Adoption: ADOPTED at an open public meeting of the Board of Commissioners of Snohomish Regional Fire and Rescue on August 23, 2023, the following Commissioners being present and voting:

Rick Edwards, Commissioner

Troy Elmore, Commissioner

Randy Fay, Commissioner

Paul Gagnon, Commissioner

Jeff Schaub, Commissioner

Jim Steinruck, Commissioner

Roy Waugh, Commissioner

ATTEST:

District Secretary



NEW BUSINESS

DISCUSSION





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

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

Initiative Name:	Draft Policy Approval		
Executive member responsible for guiding the initiative:	DC McConnell		
Type of Action:	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Resolution	
Initiative Description:	<ul style="list-style-type: none"> • Brief Description • Goal of Initiative • Initiative Results (deliverables) • Connection to Strategic Plan • Supporting Documentation (attach) <ul style="list-style-type: none"> ○ Scope of work ○ Contract(s) ○ Project proposal(s) ○ Presentation(s) • If Financial: Reason RAB must be approved outside of the annual budget process 		
	<p>The agency is working through adoption of updated policies developed in the Lexipol format. The policy approval process includes division head review, staff policy committee review, labor review, senior staff review, commission policy committee review, and final board adoption. This is an ongoing process requiring monthly review and approval.</p> <p>Draft Policy:</p> <ul style="list-style-type: none"> 202 District Directives 205 Electronic Mail 206 Administrative Communications 207 Constant Staffing Levels 324 Performance of Duties 900 Accident, Illness, and Injury Prevention Program 1027 Personal Appearance Standards 1034 Return to Work 		
Financial Impact:	<p>Expense: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A</p> <p>Revenue: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A</p> <p>Total amount of initiative (attach amount breakdown if applicable): \$</p> <p>Initial amount: \$</p> <p>Long-term annual amount(s): \$</p> <p>Currently Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <p>Budget Amendment Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <ul style="list-style-type: none"> • If yes: Fund(s)/line item(s) to be amended: 		
Risk Assessment:	<p>Risk if approved: N/A</p> <p>Risk if not approved: Increased liability due to outdated policies that do not match current agency practices or meet organizational needs.</p>		

Legal Review:	
<input checked="" type="checkbox"/> Initiative conforms with District policy/procedure number (attach): <input checked="" type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): <ul style="list-style-type: none"> • Contracts • Has been reviewed and approved by legal • Includes all costs • Includes term • Includes 'do not exceed' language <input type="checkbox"/> N/A	
Presented to, and Approved by, Senior Staff	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Commissioner Sub-Committee Approval	
Initiative presented to commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Approved by commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A: <input type="checkbox"/>	
For Fire Chief Approval:	
<input checked="" type="checkbox"/> RAB document complete <input checked="" type="checkbox"/> Supporting documentation attached <input type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Support (Mindy Leber) <i>Fire Chief will approve and distribute by email to the Board of Commissioners – RAB executive/senior staff will be cc'd on the email distribution</i> <i>Fire Chief will coordinate with Senior Staff for RAB introduction</i>	
RAB Executive: Confirmed email sent to Board by Fire Chief	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Board of Fire Commissioners	
RAB initiatives go through the following process: <ol style="list-style-type: none"> 1. Senior Staff approval to move forward to a committee/board 2. Initiatives are introduced to the appropriate committee for review 3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item <ul style="list-style-type: none"> ○ The Senior Staff member assigned to develop the initiative presents initiative to the Board (maximum time for presentation is ten minutes) 4. At a second commissioner meeting, initiatives may be assigned as an action item for approval 	
Execution:	It is the responsibility of the RAB Executive to execute implementation, processing, and tracking.

District Directives

202.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a process to make immediate changes to district policy. District directives will immediately modify or change and supersede the sections of this manual to which they pertain.

202.2 POLICY

It is the policy of Snohomish Regional Fire & Rescue to make any immediate changes to policy and procedure in accordance with the current collective bargaining agreement. Generally the establishment of district directives is management's prerogative but employee participation may be sought in the development of those policies. It is the policy of the District to comply with any meet-and-confer requirements between labor groups and authorized district representatives.

202.3 RESPONSIBILITIES

The Fire Chief or his/her designee shall issue all district directives.

All district officers and/or supervisors shall be responsible for communicating district directives to all members under their command and/or direct supervision.

District directives will be superseded upon incorporation into the manual.

All directives shall be reviewed periodically to authenticate or determine if they are currently applicable to the mission of the District.

Electronic Mail

205.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the proper use and application of the district's electronic mail (e-mail) system by members of this district. E-mail is a communication tool available to members to enhance efficiency in the performance of job duties and is to be used in accordance with generally accepted business practices and current law ([RCW 19.190.020](#)).

Messages transmitted over the e-mail system must only be those that involve official business activities or contain information essential to members for the accomplishment of tasks and/or communication directly related to the business, administration or practices of the District.

205.1.1 DEFINITIONS

E-Mail Account- A District employee's individual official District E-mail address and the E-mails associated with that E-Mail address.

E-Mail System - The District wide system used to process the E-Mails of all District employees, including hardware, software and associated protocols.

205.2 PRIVACY EXPECTATION

Members forfeit any expectation of privacy with regard to emails or anything published, shared, transmitted or maintained through file-sharing software or any Internet site that is accessed, transmitted, received or reviewed on any district technology system.

The District reserves the right to access, audit and disclose, for whatever reason, any message, including attachments, and any information accessed, transmitted, received or reviewed over any technology that is issued or maintained by the District, including the district email system, computer network or any information placed into storage on any district system or device. This includes records of all keystrokes or Web-browsing history made at any district computer or over any district network. The fact that access to a database, service or website requires a username or password will not create an expectation of privacy if it is accessed through district computers, electronic devices or networks.

205.3 RESTRICTED USE

Messages transmitted over the email system are restricted to official business activities, or shall only contain information that is essential for the accomplishment of business-related tasks or for communications that are directly related to the business, administration or practices of the District.

Sending derogatory, defamatory, obscene, disrespectful, sexually suggestive, harassing or any other inappropriate messages on the email system is prohibited and may result in discipline.

Email messages addressed to the entire district are only to be used for official business-related items that are of particular interest to all users. In the event that a member has questions about sending a particular email communication, the member should seek prior approval from his/her supervisor.

Snohomish Regional Fire & Rescue

Policy Manual

Electronic Mail

It is a violation of this policy to transmit a message under another member's name or email address or to use the password of another to log into the system unless directed to do so by a supervisor. Members are required to log off the network or secure the workstation when the computer is unattended. This added security measure will minimize the potential misuse of a member's email, name or password.

205.4 EMAIL RECORD MANAGEMENT

Email may, depending upon the individual content, be a public record under Washington Public Records Act and must be managed in accordance with the established records retention schedule and in compliance with state law.

The Public Records Officer shall ensure that email messages are retained and recoverable as outlined in Policy: 800 Records Management.

205.5 REMOTE ACCESS TO E-MAIL ACCOUNTS AND SYSTEMS

District employees may remotely access their own district e-mail accounts.

Authorization to remotely access the district's e-mail system shall be limited to the IT Manager, and designated IT personnel.

205.6 POLICY

Snohomish Regional Fire & Rescue members shall use email in a professional manner in accordance with this policy and Washington law.

Administrative Communications

206.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines, format and authority levels for the various types of administrative communication documents in existence within the District.

206.2 POLICY

It shall be the policy of this district to control the use of the name of the District and the use of letterhead, and to ensure that official administrative communications follow a specific format and are released only by persons with the authority to do so.

206.3 PERSONNEL ORDERS

Personnel orders may be issued periodically by the Fire Chief or the Fire Chief's designee(s) to announce and document promotions, transfers, hiring of new personnel, separations, personnel and group commendations, or other changes in status.

206.4 OFFICIAL CORRESPONDENCE

In order to ensure that the letterhead and name of the District are not misused, all external correspondence bearing the district letterhead shall be approved by the Fire Chief or authorized designee.

All district letterhead shall bear the signature of the Fire Chief, or as appropriate, the signature of an authorized signer. Members of the District may use letterhead only for official business.

206.5 MEMORANDUMS

Memorandums are a necessary and important component of effective operations at all levels of the District. For the purposes of clarity and to ensure appropriate distribution of written communications, all memorandums between district members shall utilize a standardized format.

Memorandums typically are used to memorialize and/or summarize communication and facts. Memorandums can be generated by a supervisor and sent to subordinates or a group of subordinates to give direction, clarify a policy decision or request an action by another division. A memorandum also may be written by line-level members to communicate information. If the recipient is of higher rank than the member's immediate supervisor or is outside the District, the information should be approved by the proper chain of command before being forwarded to the recipient.

Recommendations for a standardized district memorandum format include:

- A standard heading, including the name of the District.
- The date of the memorandum.
- The intended recipient of the memorandum.

Snohomish Regional Fire & Rescue

Policy Manual

Administrative Communications

- The name of the district member creating the memorandum.
- A brief statement of the subject of the memorandum.

206.6 FACSIMILE COVER SHEETS

All outgoing facsimile transmissions should include a standard district cover sheet as the first page of the transmission. The name of the member sending the facsimile should be clearly printed on the cover sheet along with all other pertinent information.

206.7 SURVEYS

All surveys made in the name of the District shall be authorized by the Fire Chief or the authorized designee.

Constant Staffing Levels

207.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for staffing levels on emergency vehicles and to ensure that proper supervision is available for all shifts.

Staffing levels may be established through the adopted Collective Bargaining Agreement and on the District's current Standards of Cover or at levels approved by the Board of Commissioners and/or the Fire Chief.

207.2 POLICY

Snohomish Regional Fire & Rescue reserves the right to use personnel as necessary to adequately provide response to the public. Staffing levels should be consistent with the articles in the collective bargaining agreement (CBA). The District may change the constant staffing level from time to time due to operational and business needs.

The on-duty Battalion Chief has the right to move personnel as dictated by the operational needs of the district.

Performance of Duties

324.1 PURPOSE AND SCOPE

This policy establishes daily performance expectations.

324.2 POLICY

It is the policy of Snohomish Regional Fire & Rescue to provide safe and appropriate responses to emergency calls and for its members to provide professional and competent services.

324.3 RESPONSIBILITIES

All members should be familiar with and obedient to the policies, standard operating procedures, classification specifications, duties as assigned and any other lawful instruction or order from a superior officer.

324.4 EMERGENCY RESPONSE

All members, upon receipt of any emergency alarm, shall immediately cease all activities and without delay report to their assigned apparatus, respond immediately to the fire or other emergency dispatch, and exert reasonable effort to perform to the best of their ability, given the totality of circumstances.

324.5 COMPETENT PERFORMANCE

Members should perform their duties in a manner which will maintain the highest standards of efficiency in carrying out the functions and objectives of the District. Unsatisfactory performance may include, but not be limited to, the following:

- Excessive or unauthorized leave
- Tardiness
- Consistently demonstrating a lack of required knowledge for position
- Failure to conform to the work standards established for the member's classification, grade or position
- Any other failure to demonstrate good conduct

324.6 SAFETY

All members will exercise reasonable precautionary measures and good judgment to avoid injury to themselves or others while on-duty. Members who witness or are made aware of unsafe behavior should take appropriate steps to report or prevent such actions.

Snohomish Regional Fire & Rescue

Policy Manual

Performance of Duties

324.7 DRIVER LICENSE

All members shall possess a valid state-issued driver's license of the class required for their assigned duties ([RCW 46.20.001](#)).

All members should be familiar with state vehicle codes and any manuals specific to driving or operating district apparatus and all other applicable district policies and procedures. ([RCW 46](#))

All members shall report to their supervisor any change in their driver's license status. Failure to maintain a valid driver's license in accordance with an employee's current classification specification may result in disciplinary action (e.g., being placed on unpaid leave status until license reinstatement, or termination if reinstatement is not possible).

Any falsification of driver's license status may include disciplinary action, up to and including termination.

324.8 PROPER COMPLETION OF WRITTEN COMMUNICATION

All members shall complete and submit all necessary reports, forms and memos on time and in accordance with any other applicable district policy or procedure.

Reports, forms and memos submitted by members shall be truthful and complete. No member shall knowingly enter or cause to be entered any inaccurate, incomplete, false or improper information.

324.9 FIRE DISTRICT IDENTIFICATION

Members shall carry their badges or district identification on their persons while on-duty and in accordance with Policy 1029 Badges, except when impractical or dangerous to their safety or a risk to an investigation.

While on duty members shall furnish their title, last name and badge number to any person requesting that information, other than in situations in which the member's personal safety is at risk.

324.10 LOSS OF EQUIPMENT

Members shall report to their supervisor the loss or recovery of any district badge, identification card, manual, key or equipment. If equipment (e.g. laptop, radio, power tools, etc.) is stolen or lost, a police report should be filed in the jurisdiction where this occurred. Thefts are to be reported to the Business Administrator for reporting to the State Auditor's Office.

Accident, Illness, and Injury Prevention Program (AIIPP)

900.1 PURPOSE AND SCOPE

The purpose of this policy is to provide the guidelines for the implementation of a formal written Accident, Illness, and Injury Prevention Program (AIIPP) to ensure that members comply with safe and healthy work practices ([WAC 296-305-01505](#); [WAC 296-800-140](#)).

Although this policy provides the essential guidelines for a plan that reduces illness and injury, it may be supplemented by district procedures outside the Policy Manual.

This policy supplements but does not supersede any related District wide safety efforts.

900.2 REQUIRED ACCIDENT, ILLNESS, AND INJURY PREVENTION PROGRAM COMPONENTS

Components of the written AIIPP will include ([WAC 296-305-01505](#); [WAC 296-800-14005](#)):

- (a) A Health and Safety Officer (HSO) ([WAC 296-305-01505](#)).
- (b) A description of the entire AIIPP.
- (c) A safety orientation that covers all components of the AIIPPA.
- (d) Instruction on reporting injuries and the location of first-aid facilities.
- (e) Instruction on reporting unsafe conditions and practices.
- (f) The use and care of required personal protective equipment (PPE).
- (g) The proper actions to take in emergencies, including the routes for exiting work areas during emergencies.
- (h) Identification of the hazardous gases, chemicals, or materials, along with the instructions on their safe use and emergency action following accidental exposure.
- (i) On-the-job review and training of the practices necessary to perform the initial job assignments in a safe manner, and how to properly address hazards.
- (j) The development, supervision, implementation, and enforcement of training programs to improve the skill, awareness, and competency of all members regarding occupational safety and health ([WAC 296-800-14020](#)).

900.2.1 DISTRICT HEALTH AND SAFETY OFFICER

The Fire Chief will appoint the district HSO, who has both authority and responsibility for implementing, supervising, enforcing, and managing the AIIPP ([WAC 296-305-01505](#); [WAC 296-800-14025](#)). The HSO will also act as a liaison with District risk management on district safety matters (see the Health and Safety Officer Policy).

The HSO will ensure the AIIPP remains effective in practice ([WAC 296-800-140](#); [WAC 296-800-14025](#)).

Snohomish Regional Fire & Rescue

Policy Manual

Accident, Illness, and Injury Prevention Program (AIIPP)

900.2.2 HEALTH AND SAFETY COMMITTEES

The HSO will ensure that the district health and safety committee is formed with representatives from management and labor and that the committee meets regularly. The district HSO will be chairperson of the committee. The health and safety committee is to serve in an advisory capacity to the Fire Chief or his/her designee. The number of employer-selected members shall not exceed the number of employee-elected members ([WAC 296-305-01505](#)).

Deputy Chiefs may elect to have sections with significant safety risks operate their own health and safety committees. The Section Safety Coordinator will be the chairperson and will act as a liaison with the district health and safety committee.

The health and safety committees will:

- Identify situations that may be a source of danger to members.
- Review results of district safety inspections.
- Review investigation reports of member injuries and illnesses and submit recommendations to district management.
- Review member reports of hazards and safety suggestions and complaints, and transmit related committee recommendations in writing to the Fire Chief ([WAC 296-305-01505](#)).
- Discuss and formulate new safety procedures; submit these and other recommendations to district management.
- Evaluate safety rules and regulations established by the District to comply with state mandates.

The frequency of health and safety committee meetings shall be determined by the committee but shall not be less than one hour per calendar quarter. Special meetings may be held at the request of any committee member. Minutes shall be taken of all health and safety committee meetings. After review by the Fire Chief or the authorized designee, the minutes shall be conspicuously posted at all stations ([WAC 296-305-01505](#)).

900.2.3 REVIEW OF SAFETY MANDATES

The AIIPP shall also include a process to review compliance with safety mandates. The process should include a review of safety mandates relating to:

- (a) Communicable diseases (see Policy 903 Communicable Diseases).
- (b) Respiratory protection (see Policy 908 Respiratory Protection Program).
- (c) Personal protective equipment (see Policy 915 Personal Protective Equipment).
- (d) Emergency Action Plan and Fire Prevention Plan (see Policy 201 Emergency Action Plan).
- (e) Walking-Working Surfaces (see Policy 1104 Fire Station Living).

900.3 SAFETY RESPONSIBILITIES

The AIIPP will require that district members ([WAC 296-305-01511](#); [WAC 296-305-01513](#)):

Snohomish Regional Fire & Rescue

Policy Manual

Accident, Illness, and Injury Prevention Program (AIIPP)

- (a) Cooperate with the District and other members in efforts to eliminate accidents.
- (b) Comply with safety standards contained in the Washington Administrative Code's Safety Standards for Fire Fighters ([WAC 296-305-01001](#) et seq.) that are applicable to their own actions and conduct in the course of their employment.
- (c) Notify the appropriate supervisor of unsafe work practices and unsafe conditions related to equipment, apparatus, or workplaces.
- (d) Apply the principles of accident prevention and use all required safety devices, protective equipment, and safety practices as provided and/or developed by management.
- (e) Take proper care of all PPE.
- (f) Attend, when on-duty, required training and/or orientation programs to increase competency in occupational safety and health.
- (g) Should not participate in any district operations or other functions when under the influence of alcohol or drugs. This rule does not apply to those members taking prescription drugs as directed by a physician or dentist, providing that such use does not endanger the member or others.
- (h) Should not remove, displace, damage, destroy, or carry-off any safety device, safeguard, notice, or warning furnished for use in any employment or place of employment.
- (i) Should not interfere in any way with the use of any safety device, method, or process adopted for the protection of any member.

Members shall comply with the above mandates and other procedures or rules that have been established to further the district's safety goals.

Personal Appearance Standards

1027.1 PURPOSE AND SCOPE

In order to project uniformity and neutrality, members shall maintain their personal hygiene and appearance to ensure a professional image appropriate for this district and for their assignment.

The procedures contained herein are intended to promote uniformity of the members of the District by addressing specific grooming items. However, nothing herein shall limit the district's ability to address any other grooming or personal appearance deemed improper for members of the District.

1027.2 RELIGIOUS ACCOMMODATION

The religious beliefs and needs of district members should be reasonably accommodated. Requests for religious accommodation should generally be granted unless there is a compelling security or safety reason and denying the request is the least restrictive means available to ensure security or safety. The Fire Chief should be advised any time a request for religious accommodation is denied. Those who request to wear headscarves, simple head coverings, certain hairstyles, or facial hair for religious reasons should generally be accommodated absent unusual circumstances.

Return to Work

1034.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the process through which an employee, who has been off work for an extended period of time due to an injury or illness, may return to work.

1034.1.1 DEFINITIONS

Definitions related to this policy include:

Interactive process - An informal meeting between the District and employee, designed to identify the precise limitations resulting from a disability and any potential reasonable accommodations that could overcome those limitations and allow the employee to return to work, either in their usual and customary position or some other type of work.

1034.2 POLICY

It is the policy of Snohomish Regional Fire & Rescue to assist injured employees, to the extent reasonably practicable, in returning to work as soon as they are medically able to perform meaningful work for the District.

1034.3 EMPLOYEE RESPONSIBILITIES

It is the employee's responsibility to inform the District of his/her absence and to immediately advise the District when the employee believes that he/she will be medically released to return to work, with or without restrictions. If practicable, the employee shall provide advance notice of his/her potential return to work and shall provide written medical verification of the clearance and any restrictions.

If an employee has restrictions prescribed by a qualified health care professional, it is the responsibility of the employee to ensure he/she is not performing work that violates any restriction. If the employee believes he/she has been requested or directed to perform work that violates the restrictions, the employee should make a prompt report to Human Resources.

1034.4 DISTRICT RESPONSIBILITIES

The District will evaluate the employee's request to return to work and the written medical verification, and will consult with Human Resources in order to make a determination whether:

- (a) The employee may return to full duty based on the medical verification provided by the employee.
- (b) The employee may return to work to a temporary modified-duty assignment and whether the District has a need that fits with the employee's restrictions.
- (c) The employee should have a fitness-for-duty evaluation.
- (d) The employee has reached a permanent and stationary rating and it is necessary to engage in an interactive process to determine a reasonable accommodation.

Snohomish Regional Fire & Rescue

Policy Manual

Return to Work

- (e) The employee may be allowed to return to work after completing an assignment with the training division.

The Fire Chief or his/her designee should communicate with the employee about plans for the employee to return to work.

2023 SECOND QUARTER REPORT HIGHLIGHTS

Snohomish Regional Fire and Rescue

FUND BALANCES:

The 2nd quarter 2023 ending balances in each of the district funds are as follows:

The ending balance in the General Fund includes \$60,682,278 deposited with the County Treasurer and bank account balances combined.

SECOND QUARTER ENDING BALANCES			
FUND NO.	FUND NAME	BALANCE	CASH AND INVESTMENT
001	GENERAL FUND	\$	60,682,278
002	RETIREMENT RESERVE FUND	\$	6,164,008
003	EMERGENCY RESERVE FUND	\$	8,862,675
050-052	SHOP FUNDS	\$	1,211,639
200s	BOND FUNDS	\$	232,496
300	CONSTRUCTION FUND	\$	17,438,812
301	APPARATUS FUND	\$	7,704,326
303	EQUIPMENT FUND	\$	2,043,128
611	EXCISE TAX	\$	-
TOTAL		\$	104,339,362

SECOND QUARTER REVENUES

GENERAL FUND REVENUES:

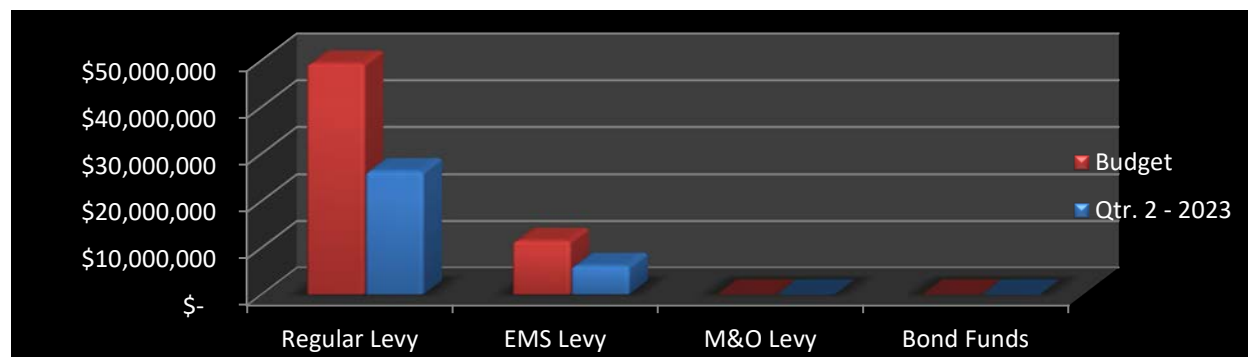
The district's 2023 budgeted general fund revenues, excluding inter-fund transfers-in of \$99,910, are \$71,170,696. Quarter 2 revenues are \$42,731,751: 60% of the budgeted amount. In 2022, the district had collected 61% of the amount budgeted, and in 2021 the district had collected 59% of total budgeted general fund revenues.

TAXES:

The regular property taxes plus the EMS levy and the remaining M&O Levy collected in 2023 total \$32,351,008 in the General Fund; 53% of the amount budgeted. In 2022, at this time, we had collected about 54% of the property taxes budgeted in the general fund, and in 2021, we had collected 53% of the budgeted property taxes in the general fund.

The 2023 property tax revenues in the Bond fund totaled \$851. In 2022, property tax revenues in the Bond fund totaled \$4,392. The revenues received into the bond fund in 2023 and in 2022 were from property taxes paid in arrears for levies prior to 2022.

Property Tax Revenues	Budget	Qtr. 2 - 2023
Regular Levy	\$ 49,261,457	\$ 26,246,909
EMS Levy	\$ 11,449,615	\$ 6,104,082
M&O Levy	\$ -	\$ 18
Bond Funds	\$ -	\$ 851
TOTAL	\$ 60,711,072	\$ 32,351,859



TRANSPORT FEES:

Transport fees collected in 2023 are \$1,425,342, with refunds totaling 2,985 for net collections of \$1,422,358. The 2023 transport collections are 64% of the amount budgeted, this is greater than expected. With the loss of the Mill Creek contract, we reduced our budget estimates for transport revenues in 2023. In 2022, we had net transport revenue collections of \$1,363,003; 51% of the amount budgeted.

Transport Fees	Budget	Qtr. 2 - 2023
Transport Fees	\$ 2,237,676	\$ 1,425,342
Total Transport Fees	\$ 2,237,676	\$ 1,425,342



CHARGES FOR SERVICES:

The district has collected 100% of the contract with the DOC. This is higher than the 50% that we would normally expect. 50% of the budgeted amount was for the second quarter of 2023, and the other 50% of the budgeted amount was past due from 2022.

Motor Vehicle Collision (MVC) revenue is 82% of the amount budgeted, with collections of \$25,676. In 2022, we had collected \$16,022 through the second quarter, and in 2021, we had collected \$36,995 through the second quarter.

In 2023 we collected \$0 in school revenues; 0% of the budgeted amount. School revenues are generally received in late summer and early fall. This is consistent with prior years.

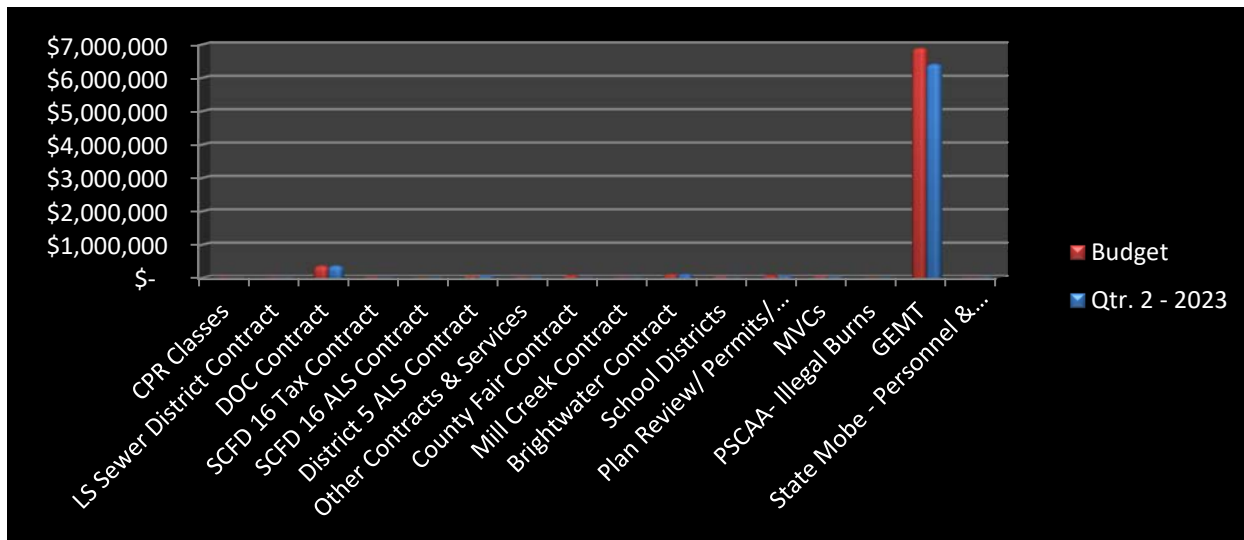
So far this year, we have been mobilized for 4 fires. However, we have not yet received payments for this year's mobilizations. However, collections have been received from last year's mobilizations totaling \$11,697. We have budgeted \$0 for this in 2023.

We have received 100% of the Brightwater contract for 2023. The annual payment is usually received in April. This is consistent with 2022 collections for Brightwater for the second quarter.

We have received \$58,881 for the district 5 contract, 118% of the amount budgeted.

So far this year we have collected \$6,897,321 in GEMT revenues. These revenues usually are received as a lump sum in the second quarter. This is 93% of budgeted estimates.

CHARGES FOR SERVICES	Budget	Qtr. 2 - 2023
CPR Classes	\$ -	\$ -
LS Sewer District Contract	\$ 3,800	\$ -
DOC Contract	\$ 376,934	\$ 376,894
SCFD 16 Tax Contract	\$ 21,500	\$ -
SCFD 16 ALS Contract	\$ 11,000	\$ 6,800
District 5 ALS Contract	\$ 50,000	\$ 58,881
Other Contracts & Services	\$ 17,800	\$ 13,371
County Fair Contract	\$ 76,008	\$ -
Mill Creek Contract	\$ -	\$ -
Brightwater Contract	\$ 112,450	\$ 112,450
School Districts	\$ 30,700	\$ -
Plan Review/ Permits/ Inspections	\$ 83,325	\$ 63,830
MVCs	\$ 31,500	\$ 25,676
PSCAA- Illegal Burns	\$ 600	\$ -
GEMT	\$ 6,897,321	\$ 6,418,916
State Mobe - Personnel & Eqpt	\$ -	\$ 11,697
TOTAL	\$ 7,712,938	\$ 7,088,515



GRANTS:

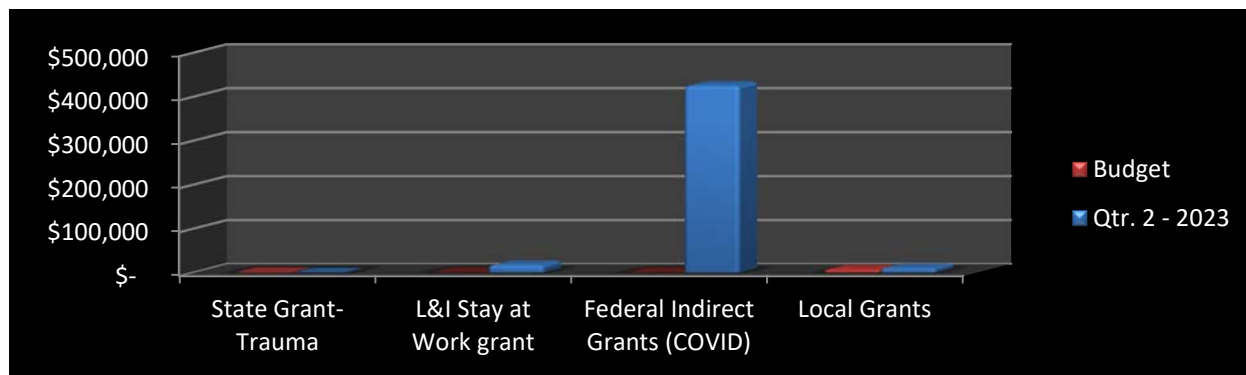
General Fund grants in 2023 total \$450,696. The most significant portion of this is reimbursement for COVID related costs from 2022 received this year totaling \$426,995.

The state EMS grant this year was \$554, 50% of the amount budgeted. This revenue from the state is received annually, and no more of these funds are expected to be received in 2023.

We received reimbursement of \$18,806 from the state for the L&I stay at work grant.

In addition, we have received some local grants amounting to \$11,630. This amount includes state timber taxes and excise tax revenues that have been re-coded in accordance with the BARS manual.

GRANT REVENUES	Budget	Qtr. 2 - 2023
State Grant- Trauma	\$ 1,100	\$ 554
L&I Stay at Work grant	\$ -	\$ 18,806
Federal Indirect Grants (COVID)	\$ -	\$ 426,995
Local Grants	\$ 8,100	\$ 11,630
TOTAL	\$ 9,200	\$ 457,985



MISCELLANEOUS & OTHER REVENUES:

The total Miscellaneous & Other Revenues are comprised mainly of interest earnings, property rentals, tower rentals, and other miscellaneous revenues. Below is a budget comparison of the miscellaneous revenues collected in 2023.

Miscellaneous & Other Revenue is 244% of the total amounts budgeted for 2023. At this time in 2022, total miscellaneous revenues were 96% of the budgeted totals.

In 2023, total interest earnings for all funds combined is \$1,948,108, which is 464% of the budgeted totals. This is mostly because of the increase in interest rates for 2023 so far this year. Higher total fund balances also contributed somewhat to the higher interest earnings. Total interest earnings across all funds in quarter 2 of 2022 were \$199,364, which was 72% of the amount budgeted for the year. Interest earnings by fund is shown in greater detail below.

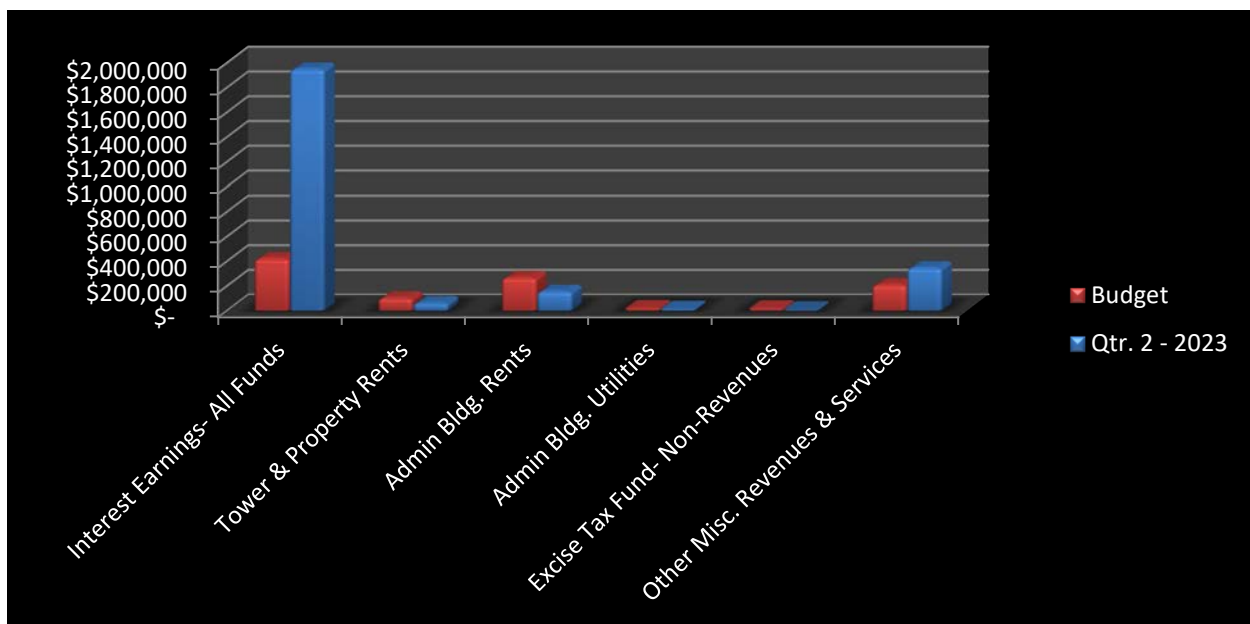
Admin Building rents in the Construction Fund totaling \$155,214 are 58% of the amount budgeted because we received a total of 7 rent payments so far this year.

Property rents and Tower rents in the Construction Fund total \$62,611 for 2023, which is 62% of the budgeted amount. Some of the tower rents have increased since last year. These increases were not budgeted.

Other misc. revenues & services in 2023 are \$345,763; 166% of the amount budgeted. In 2022 these revenues were \$319,060; 415% of the amount budgeted. This is comprised mainly of burn permits, donations, sale of surplus, hazmat cost reimbursement, and refunds and reimbursements. The most significant source of revenue in this area came from refunds and reimbursements, which total \$266,686. Also included is \$58,020 for the annual payment from the sale of the Mill Creek station.

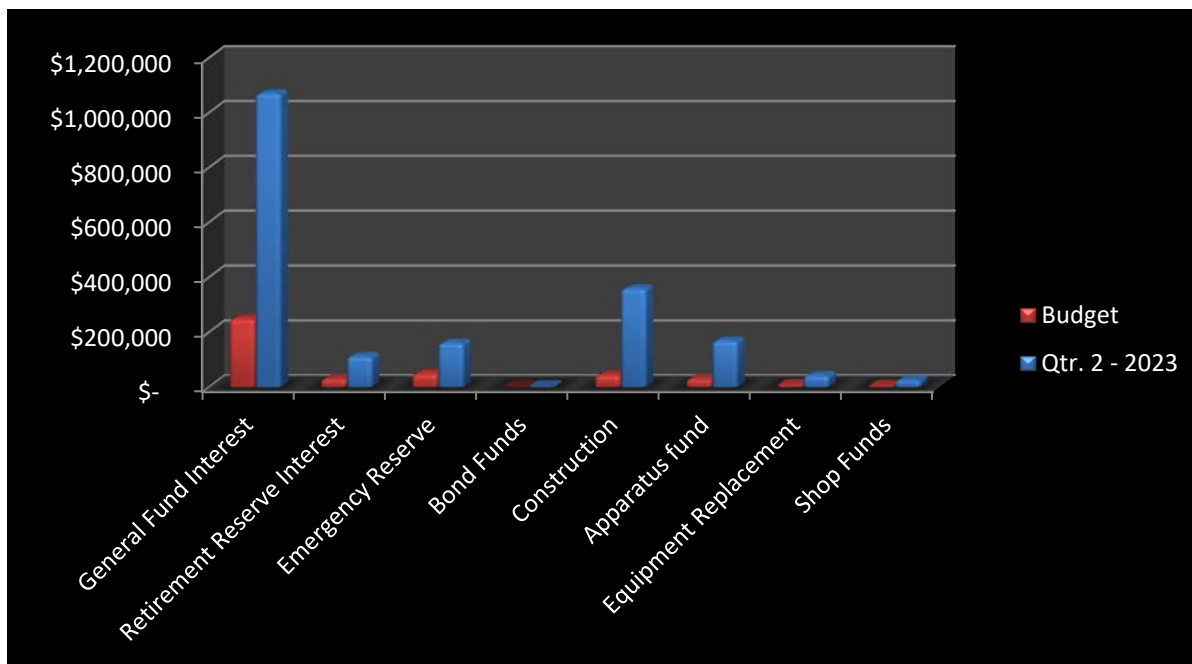
The excise tax fund is for state owed amounts and is not District revenue.

MISCELLANEOUS & OTHER REVENUE	Budget	Qtr. 2 - 2023
Interest Earnings- All Funds	\$ 419,500	\$ 1,948,108
Tower & Property Rents	\$ 101,400	\$ 62,611
Admin Bldg. Rents	\$ 266,082	\$ 155,214
Admin Bldg. Utilities	\$ 23,000	\$ 13,245
Excise Tax Fund- Non-Revenues	\$ 20,000	\$ 6,436
Other Misc. Revenues & Services	\$ 207,920	\$ 345,763
TOTAL	\$ 1,037,902	\$ 2,531,378



The details of the interest earnings by funds are shown in the charts below.

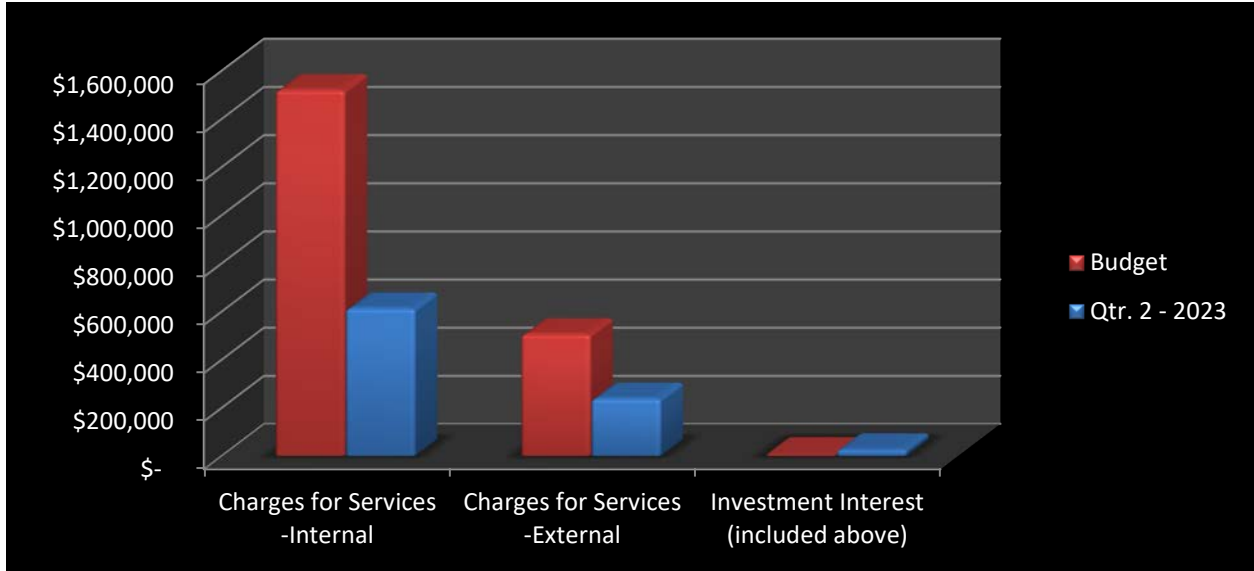
INTEREST EARNINGS BY FUND	Budget	Qtr. 2 - 2023
General Fund Interest	\$ 250,000	\$ 1,071,202
Retirement Reserve Interest	\$ 30,000	\$ 113,203
Emergency Reserve	\$ 50,000	\$ 161,917
Bond Funds	\$ 500	\$ 2,779
Construction	\$ 45,000	\$ 359,810
Apparatus fund	\$ 30,000	\$ 169,728
Equipment Replacement	\$ 9,000	\$ 43,401
Shop Funds	\$ 5,000	\$ 26,068
TOTAL	\$ 419,500	\$ 1,948,108



SHOP REVENUES:

Revenues for shop internal and external charges for services combined total \$851,060, which is 42% of the amount budgeted. In the prior year, we had collected a total of \$911,175 as of the end of the second quarter in combined internal and external charges for services, which was 50% of the budgeted total. The ending balances in the combined shop funds are \$99,594 lower than at the beginning of the year. Much of this is due to the shop being short staffed due to an employee being out on PFML, and one unfilled mechanic position. This has resulted in less billing so far this year.

SHOP REVENUES	Budget	Qtr. 2 - 2023
Charges for Services -Internal	\$ 1,519,600	\$ 612,724
Charges for Services -External	\$ 506,000	\$ 238,336
Investment Interest (included above)	\$ 5,000	\$ 26,068
TOTAL	\$ 2,030,600	\$ 877,127



SECOND QUARTER EXPENDITURES

OBJECT CODES:

The object codes below provide a description of the types of expenditures associated with the spending classifications within each of the district's budget programs. These object codes are found in the BARS account line items. In the district's accounting system, the object codes are the fourth and third to last numbers in each of the expenditure line items in the district's Budget and Actual report.

10 - WAGES
20 - BENEFITS
31 - SUPPLIES
32 - FUEL
34 - INVENTORY SUPPLIES
35 - SMALL TOOLS/MINOR EQPT.
41 - PROFESSIONAL SERVICES
42 - COMMUNICATIONS
43 - TRAVEL EXPENSES
44 - ADVERTISING
45 - RENTALS
46 - (LIABILITY) INSURANCE
47 - UTILITIES
48 - REPAIR & MAINTENANCE
49 - MISC. EXPENSES
51 - INTERGOVERNMENTAL SVCES.
62 - LAND & IMPROVEMENTS
63 - OTHER CAPITAL IMPROVEMENTS
64 - CAPITAL OUTLAY
70- LEASES
71 - PRINCIPAL ON G.O.BONDS
75- CAPITAL LEASES - PRINCIPAL
83 - INTEREST ON LONG-TERM DEBT
00 - INTERFUND TRANSFERS

SECOND QUARTER EXPENDITURE OVERVIEW:

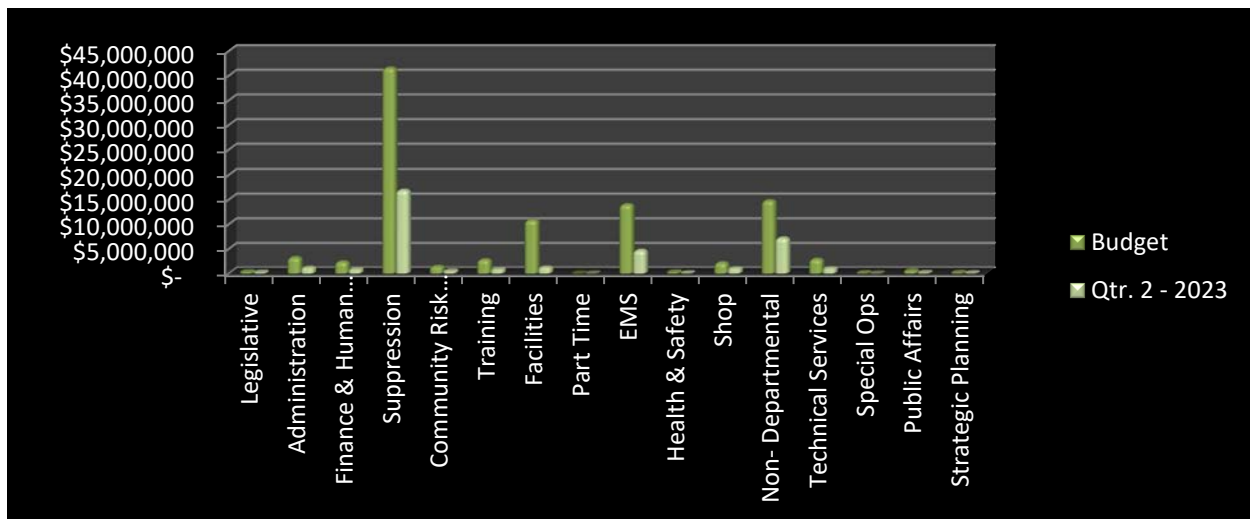
For all of the district's funds combined, the 2023 second quarter expenditures, including inter-fund transfers were \$36,402,919; 37% of the total budgeted expenditures of \$97,582,124. At this time in 2022, these amounts were \$38,249,440; 42% of the total budgeted expenditures of \$87,073,197.

In 2023, inter-fund transfers total \$6,639,863; 50% of the \$13,279,725 budgeted.

The total General Fund expenditures are 41% of the budgeted amount. Total general fund spending in the second quarter of 2023 is \$32,569,423. In 2022 and 2021 the total general fund expenditures as of the second quarter were 48% and 45% of the budgeted amounts respectively. The most significant reason that the 2023 spending is so much lower than budgeted is because COLAs for the union have not yet been paid, as the contract is still being negotiated.

With the exception of Legislative and the Shop, all of the program budgets are within 50% of annual budgeted expenditures. Additional details are provided in each of the program budget areas below.

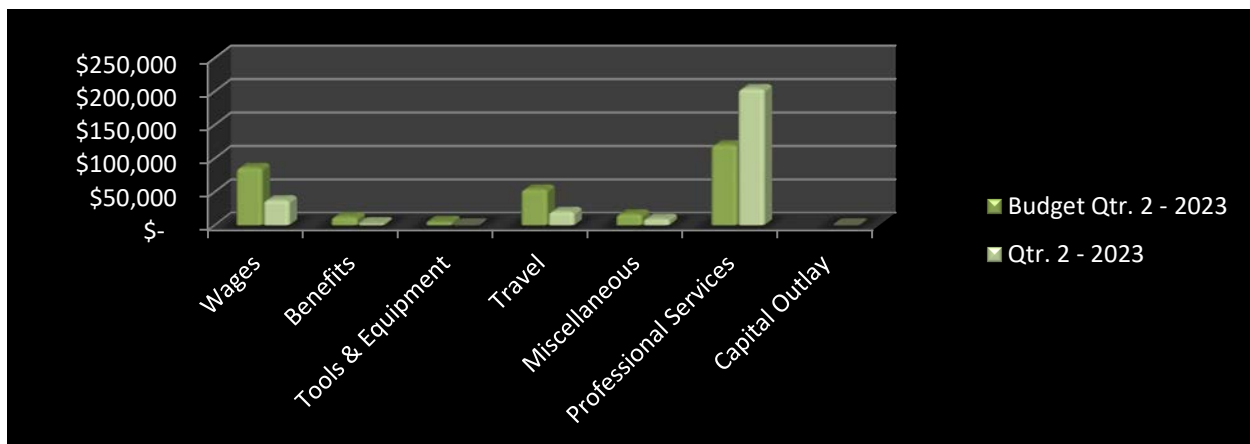
Program	Budget	Qtr. 2 - 2023
Legislative	\$ 394,640	\$ 274,623
Administration	\$ 3,233,005	\$ 1,200,697
Finance & Human Resources	\$ 2,362,531	\$ 880,389
Suppression	\$ 41,542,946	\$ 16,878,897
Community Risk Reduction	\$ 1,419,595	\$ 582,534
Training	\$ 2,791,733	\$ 913,788
Facilities	\$ 10,787,294	\$ 1,250,583
Part Time	\$ 29,365	\$ 1,921
EMS	\$ 13,970,691	\$ 4,695,749
Health & Safety	\$ 337,634	\$ 58,006
Shop	\$ 2,179,685	\$ 1,103,390
Non- Departmental	\$ 14,765,358	\$ 7,198,121
Technical Services	\$ 2,896,049	\$ 1,092,474
Special Ops	\$ 89,430	\$ 12,805
Public Affairs	\$ 613,842	\$ 181,115
Strategic Planning	\$ 168,326	\$ 77,828
Totals	\$ 97,582,124	\$ 36,402,919



LEGISLATIVE SERVICES:

The 2023 Legislative Services costs are 70% of the amount budgeted, with \$274,623 spent, which is higher than expectations for the end of the 2nd quarter. This is due mostly to the fact that professional services for election costs are overspent, with 170% of the budget used. This was for the February ballot measure increasing the number of commissioners from 5 to 7. Dues are significantly more than 50% spent with 99% of the budgeted amount used, which is typical at the beginning of the year. We do not expect any additional costs for dues in this program in 2023. The remaining line items within this program are at or below 50% of budgeted expenditures.

LEGISLATIVE SERVICES	Budget	Qtr. 2 - 2023
Wages	\$ 86,100	\$ 37,760
Benefits	\$ 12,380	\$ 3,028
Tools & Equipment	\$ 5,700	\$ -
Travel	\$ 53,900	\$ 20,409
Miscellaneous	\$ 16,560	\$ 9,513
Professional Services	\$ 120,000	\$ 203,913
Capital Outlay	\$ 100,000	\$ -
Totals	\$ 394,640	\$ 274,623



ADMINISTRATION:

2023 spending in the Administration program budget is \$1,200,697 with 37% of budgeted expenditures used. The most significant area where the Administration budget is above the 50% threshold is the line item for office supplies, which is 57% spent. Areas that are most significantly below the 50% threshold include wages and benefits and professional services.

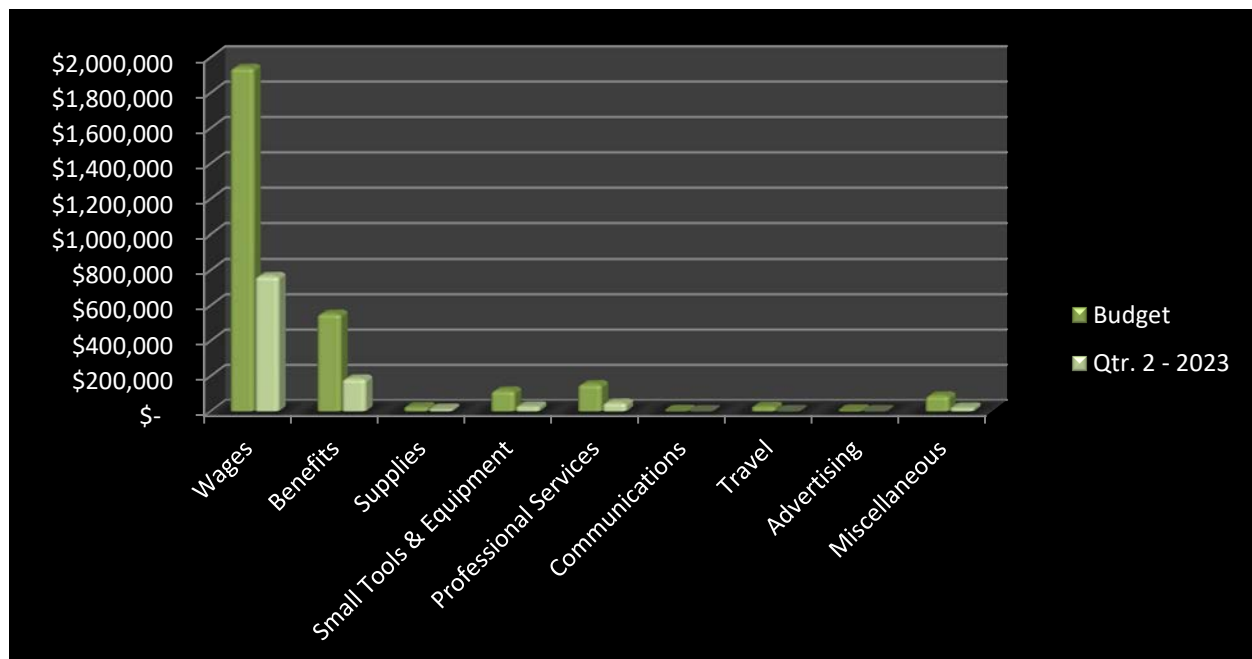
Regular wages are 40% spent. This is due, in part, to vacancies in Administration that were in the process of being hired in the second part of the year as well as positions that have yet to be hired. Additionally, leave sell back is only 30% spent. We expect a larger portion of this to be spent in December when the second annual leave sell back occurs.

Like wages, benefits expenses are below the 50% threshold due to delays in the hiring of some administrative staff positions.

Professional services are 33% spent, which is significantly less than expected because several of the costs have either been lower than expected or have not yet been incurred, including outside financial consultants and external background investigations.

Travel is also below budgeted expectations, with only 3% of that budget spent.

ADMINISTRATION	Budget	Qtr. 2 - 2023
Wages	\$ 1,942,450	\$ 768,378
Benefits	\$ 554,760	\$ 187,159
Supplies	\$ 26,000	\$ 14,861
Small Tools & Equipment	\$ 119,175	\$ 30,813
Professional Services	\$ 155,300	\$ 50,903
Communications	\$ 3,200	\$ 216
Travel	\$ 28,150	\$ 947
Advertising	\$ 6,900	\$ 549
Miscellaneous	\$ 90,914	\$ 23,634
Capital Outlay	\$ 306,156	\$ 123,234
Totals	\$ 3,233,005	\$ 1,200,697



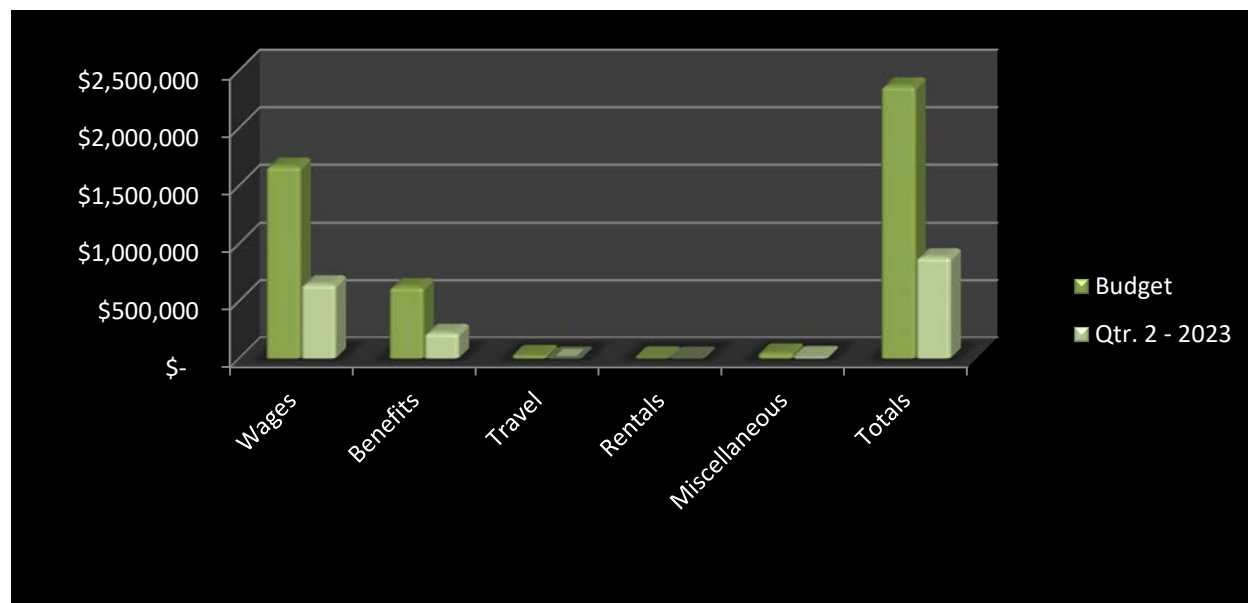
FINANCE & HUMAN RESOURCES:

Finance & Human Resources costs are 37% of the budgeted amount, totaling \$880,389. Most areas in the Finance and HR budget are within the expected 50% threshold. Although AD&D and dues and Subscriptions are over budget with 134% and 184% of these line items spent, they involve small dollar amounts, and are not significant.

The areas of most significance that are less than 50% spent include regular wages and benefits, which are 39% and 36% spent respectively. This is because the new positions budgeted in finance were not all filled as of the end of quarter 2.

Both travel and training registration costs are below budgeted expectations because some of the conferences that have been budgeted have not yet occurred.

FINANCE & HUMAN RESOURCES		Budget	Qtr. 2 - 2023
Wages	\$	1,665,000	\$ 644,333
Benefits	\$	620,350	\$ 222,014
Travel	\$	27,950	\$ 1,708
Rentals	\$	4,000	\$ -
Miscellaneous	\$	45,231	\$ 12,334
Totals	\$	2,362,531	\$ 880,389



SUPPRESSION:

Fire suppression costs are \$16,878,897, which is 41% of the budgeted amount. The most significant areas exceeding 50% of the amount budgeted are capital leases and zone 11 cost share.

The capital lease payment is 100% of the amount budgeted and is fully paid for the year. It is not expected to increase for the remainder of 2023.

Although zone 11 cost share is 78% spent, this is an annual payment, and should be below budget for the year.

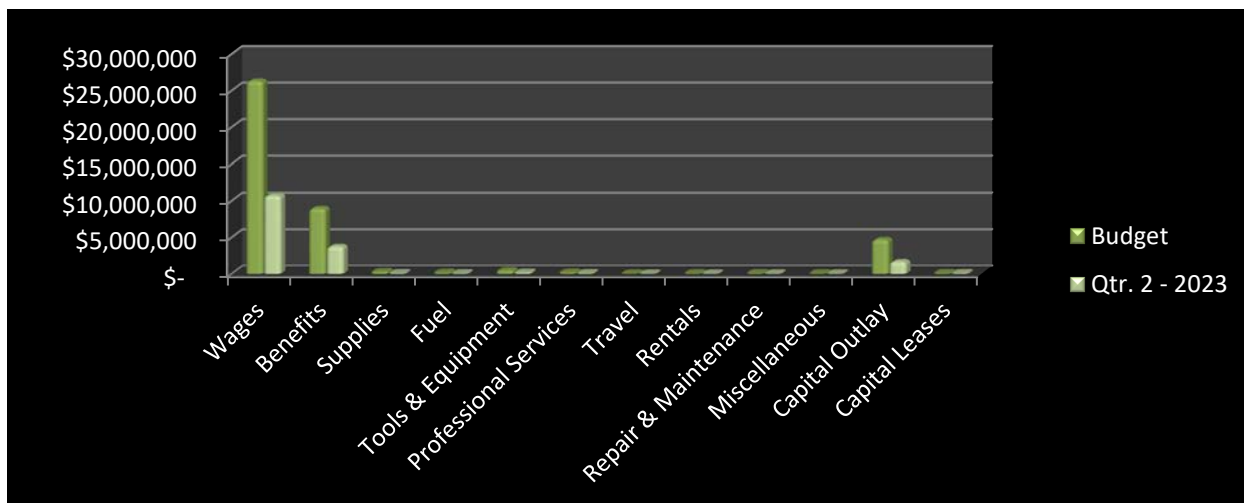
Some significant costs that are less than 50% spent include regular wages, which is 44% spent, overtime, which is only 33% spent, leave sell back which is only 27% spent.

Overtime is generally highest during the summer months and during the holidays. We expect these costs to increase accordingly as the year progresses.

The leave sell back is lower compared with the same time frame in the past few years. Leave sell back in the second quarter of 2023 was \$383,344. In 2022, 2021 and 2020 when the amounts totaled \$507,060, \$774,482, and \$519,099 respectively.

Wages are less than budgeted because the amount budgeted for the COLA in 2023 has not been paid because the IAFF contract is still being negotiated.

SUPPRESSION	Budget	Qtr. 2 - 2023
Wages	\$ 26,316,549	\$ 10,732,256
Benefits	\$ 8,961,710	\$ 3,755,403
Supplies	\$ 329,850	\$ 112,712
Fuel	\$ 195,600	\$ 80,002
Tools & Equipment	\$ 478,110	\$ 218,862
Professional Services	\$ 229,320	\$ 109,166
Travel	\$ -	\$ 3,764
Rentals	\$ 63,460	\$ 8,175
Repair & Maintenance	\$ 95,500	\$ 28,690
Miscellaneous	\$ 46,200	\$ 35,459
Capital Outlay	\$ 4,709,047	\$ 1,676,808
Capital Leases	\$ 117,600	\$ 117,600
Totals	\$ 41,542,946	\$ 16,878,897



FIRE AND LIFE SAFETY (PREVENTION, CRR):

Fire and life safety costs are 41% of the 2023 budget with \$582,534 in expenditures.

The most significant areas that exceed the 50% threshold are small tools & equipment, which is 96% spent and medical/dental, which is 55% spent.

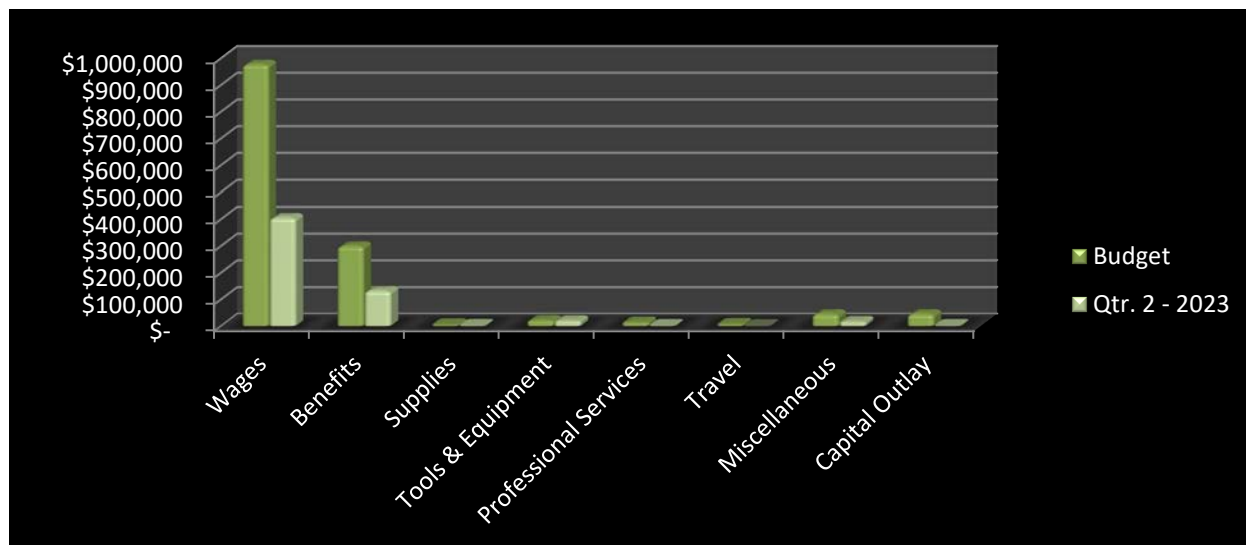
We expect the small tools and equipment budget to be overspent for the year because there were a few unanticipated purchases made under this line-item.

The most significant of the line items below budget are regular wages, overtime, and leave sellback. These are 44%, 17%, and 43% spent.

As with suppression, the cost-of-living increase that was budgeted for 2023 has not been paid because the IAFF contract is being negotiated at this time.

Leave sell back is expected to continue to increase when holiday and vacation time are sold back in December.

FIRE AND LIFE SAFETY		Budget	Qtr. 2 - 2023
Wages	\$	977,100	\$ 405,549
Benefits	\$	299,670	\$ 132,648
Supplies	\$	6,100	\$ 2,122
Tools & Equipment	\$	22,000	\$ 21,091
Professional Services	\$	15,000	\$ 1,496
Travel	\$	8,000	\$ -
Miscellaneous	\$	45,725	\$ 17,960
Capital Outlay	\$	46,000	\$ 1,667
Totals	\$	1,419,595	\$ 582,534



TRAINING:

Training expenditures are 33% of the budgeted amount, with \$913,788 spent. Software licensing is the only line item of significance that exceeds the 50% threshold. Most of the line items are below budgeted expectations for the second quarter. The areas that contribute most significantly to this program being under budget include the career academy, capital equipment, and travel.

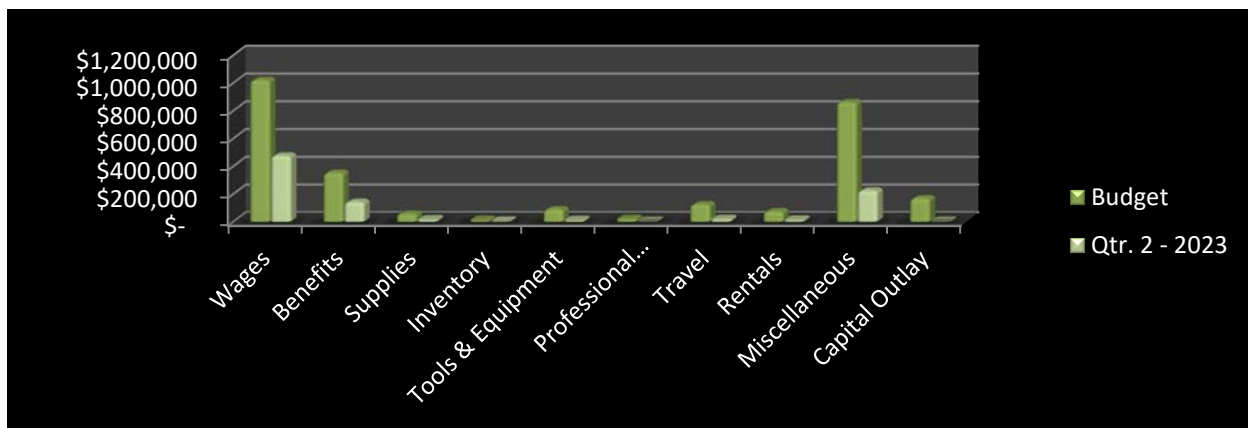
Although 88% of the line item for software subscriptions and licensing is spent, this is not expected to increase by much more, as the costs in this line item are largely for the annual LMS training software, which was paid in January.

The career academy is still ongoing, and we expect costs from the most recent training academy to result in an increase in the spending in this line item along with the career academy that just began.

There have been no capital equipment purchases in training yet this year.

If prior year spending on registrations and travel is an indicator, we expect that these costs will remain below budget for the year.

TRAINING	Budget	Qtr. 2 - 2023
Wages	\$ 1,021,900	\$ 477,577
Benefits	\$ 353,470	\$ 143,545
Supplies	\$ 57,551	\$ 18,472
Inventory	\$ 13,151	\$ 2,084
Tools & Equipment	\$ 90,059	\$ 10,729
Professional Services	\$ 22,500	\$ -
Travel	\$ 126,125	\$ 21,593
Rentals	\$ 75,900	\$ 14,628
Miscellaneous	\$ 862,075	\$ 225,160
Capital Outlay	\$ 169,002	\$ -
Totals	\$ 2,791,733	\$ 913,788



LOGISTICS:

Logistics costs are 12% of the budget, with \$1,250,583 spent. The line items that contribute most significantly to this area of the budget being below the 50% threshold are capital outlay in the construction fund, and bond principal in the bond fund. Wages are also below budget. If the capital outlay and the bond principal and interest line items were 50% spent at this time, the logistics budget would be 47% spent.

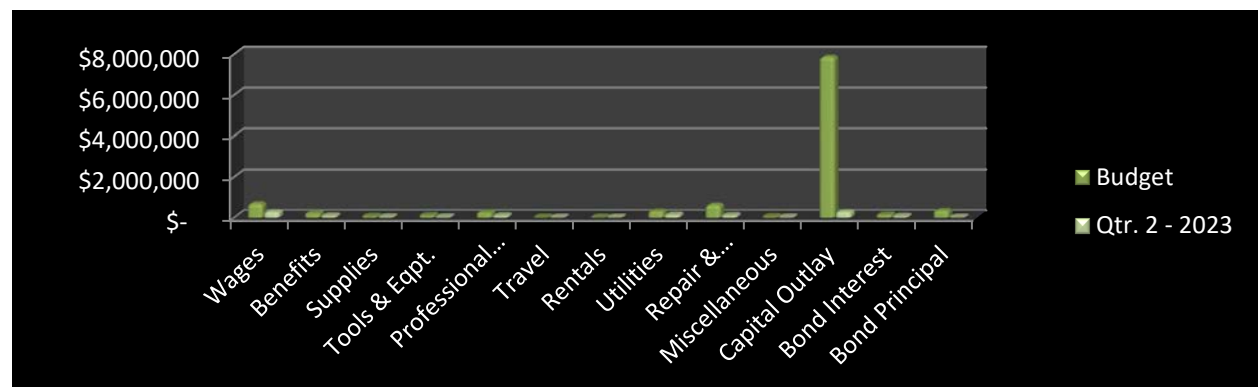
The projects budgeted in the construction fund for 2023 total \$7,620,541, and only \$206,417 of this has been spent to date. We expect that it will take quite a while before all of these projects are completed. It is likely that some of these projects will not be completed in 2023 and will need to be moved into the future.

Principal and interest in the bond fund is budgeted to be \$516,077 for 2023. As of the end of the second quarter, only 50% of the interest payments on the bonds were due through June. The remaining interest and principal payments are due in December.

Wages and benefits are below the 50% threshold because there was a new position budgeted in this program and was not hired until hired in March of this year.

There are a few areas that exceed budgeted expectations, however, the only one of significance is refuse removal. This was due to increases in price.

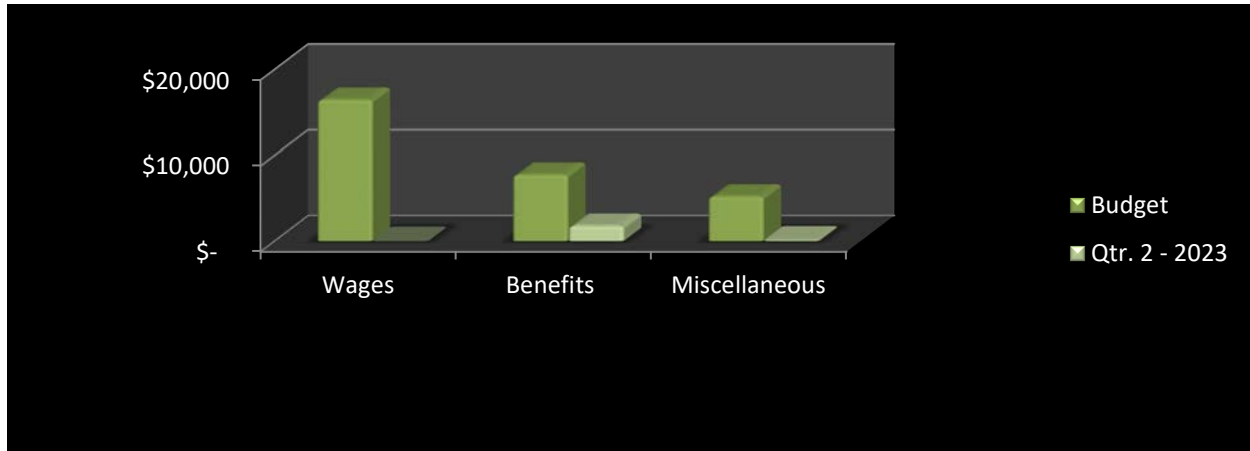
LOGISTICS	Budget	Qtr. 2 - 2023
Wages	\$ 695,400	\$ 294,216
Benefits	\$ 236,670	\$ 100,469
Supplies	\$ 75,000	\$ 38,988
Tools & Eqpt.	\$ 125,018	\$ 36,572
Professional Services	\$ 260,400	\$ 107,294
Travel	\$ 8,000	\$ 4,913
Rentals	\$ 7,000	\$ 2,449
Utilities	\$ 324,410	\$ 149,365
Repair & Maintenance	\$ 631,500	\$ 122,227
Miscellaneous	\$ 48,700	\$ 17,945
Capital Outlay	\$ 7,860,541	\$ 297,317
Bond Interest	\$ 157,655	\$ 78,827
Bond Principal	\$ 357,000	\$ -
Totals	\$ 10,787,294	\$ 1,250,583



PART TIME:

Part-time costs are 7% of the budget, with \$1,921 spent. The part time program now includes only chaplains. The chaplains are paid annually at the end of the year. The costs that have been paid so far this year are for AD&D and dues. We do not expect to see any additional expenditures in this program until year-end.

PART TIME (Volunteers & Chaplains)		Budget	Qtr. 2 - 2023
Wages	\$	16,425	\$ -
Benefits	\$	7,740	\$ 1,771
Miscellaneous	\$	5,200	\$ 150
Totals	\$	29,365	\$ 1,921



AID AND RESCUE:

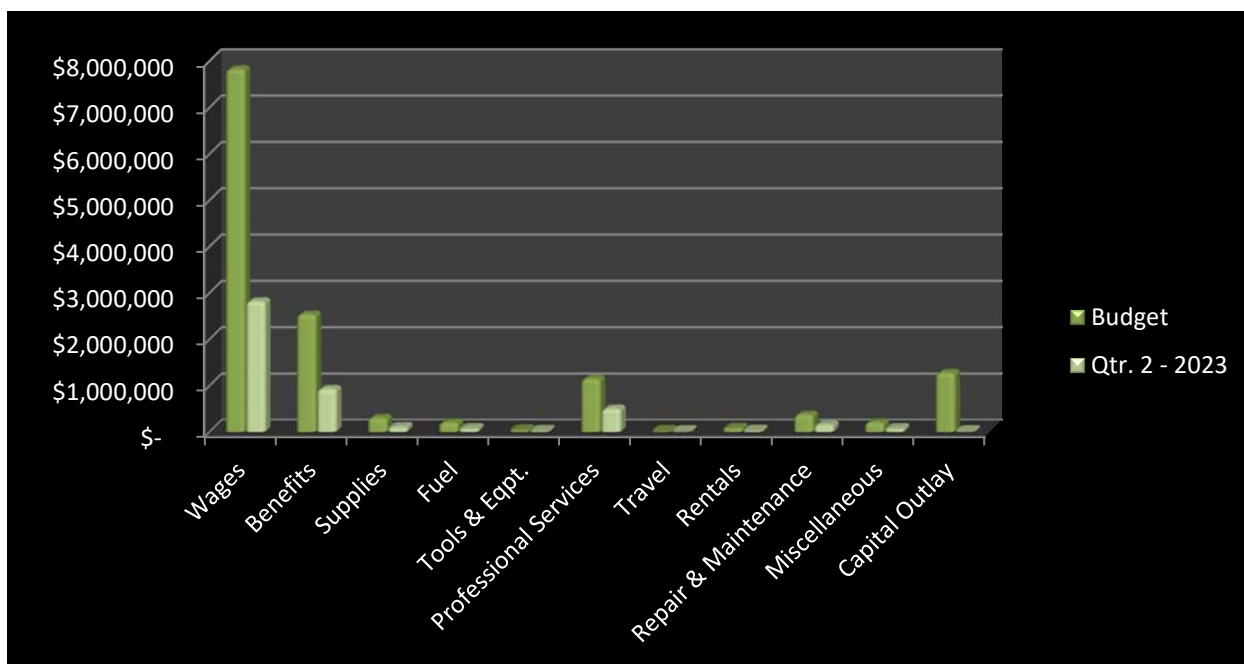
Aid and Rescue costs are 34% of the budget totaling \$4,695,749. This is below expectations for the second quarter. Regular wages, combined benefits, and capital outlay are the most significant areas contributing to the expenditures being below the 50% threshold.

Wages and combined benefits are below budgeted expectations because we have several unfilled positions in EMS. We budgeted for a total of 45 positions in EMS: as of the end of June, 40 of these positions were filled. Of the 40 positions filled, 2 are new recruits. In spite of the unfilled positions, overtime is only 21% spent as of the end of the 2nd quarter.

Also, the capital outlay line items remain unspent. We have budgeted \$1,225,130 for 3 new ambulances this year, and 2 remounts encumbered from last year, which are still in production. Other capital equipment that has been budgeted has not yet been spent.

There are a couple of areas within the EMS budget that are higher than expected, however they are not a concern due to the relatively low dollar amounts involved.

AID & RESCUE (EMS)		Budget	Qtr. 2 - 2023
Wages	\$	7,822,782	\$ 2,816,428
Benefits	\$	2,530,680	\$ 922,930
Supplies	\$	301,000	\$ 108,078
Fuel	\$	198,000	\$ 78,212
Tools & Eqpt.	\$	40,315	\$ 16,536
Professional Services	\$	1,140,670	\$ 499,776
Travel	\$	12,000	\$ -
Rentals	\$	83,460	\$ 24,542
Repair & Maintenance	\$	368,000	\$ 152,633
Miscellaneous	\$	202,130	\$ 76,615
Capital Outlay	\$	1,271,654	\$ -
Totals	\$	13,970,691	\$ 4,695,749



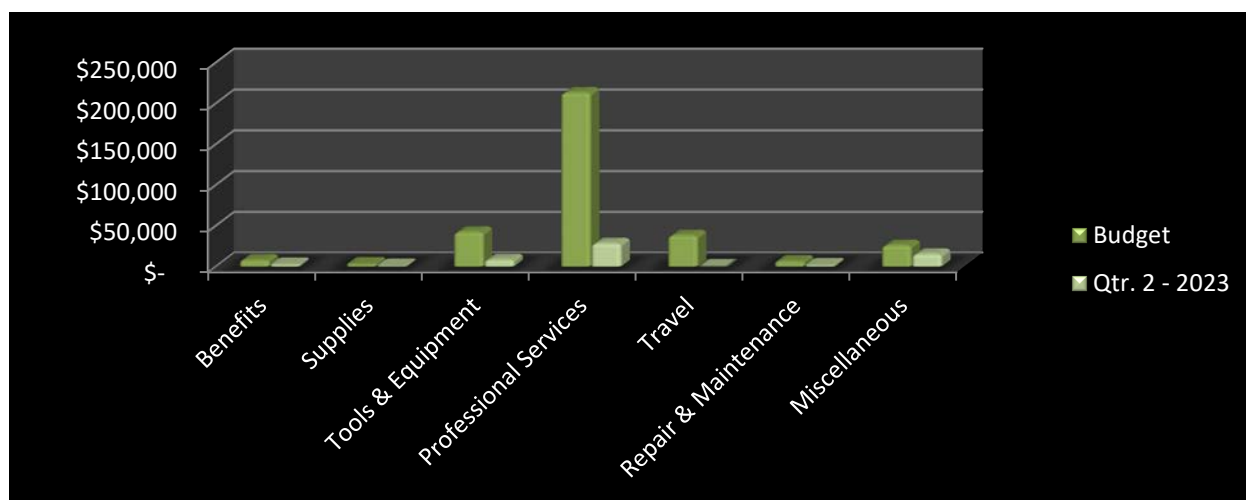
HEALTH AND SAFETY

The Health and Safety budget is 17% spent, with \$58,006 in expenditures. The main reason this program is well below the 50% expected threshold is because the professional services for screening and testing and the annual physicals are typically held in the latter part of the year. If the professional services had been 50% spent, the health and safety budget would have been 40% spent.

The only areas where the budget exceeds the 50% threshold are software licensing and training registrations, which are 92% and 62% respectively. The software line item was for the purchase

of one software program, which has been purchased. No additional software purchases are expected this year in health and safety. Most of the training registration is for peer support training, an annual payment. Although the payment exceeds the amount budgeted, overall, this program budget is looking to be within budget for the year.

HEALTH & SAFETY		Budget	Qtr. 2 - 2023
Benefits	\$	8,000	\$ 2,825
Supplies	\$	3,500	\$ 765
Tools & Equipment	\$	42,319	\$ 8,266
Professional Services	\$	213,165	\$ 28,491
Travel	\$	38,125	\$ 292
Repair & Maintenance	\$	6,500	\$ 1,984
Miscellaneous	\$	26,025	\$ 15,383
Totals	\$	337,634	\$ 58,006



SHOP:

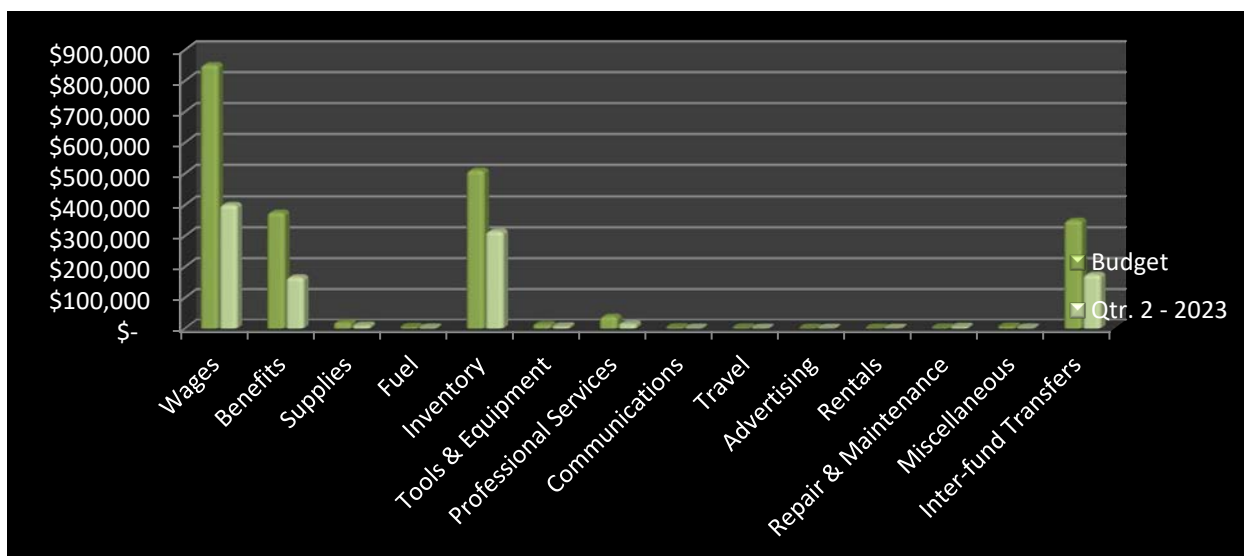
The Shop budget is 51% spent, with expenses of \$1,103,390. The areas contributing most significantly to the shop budget being more than 50% spent are parts inventory and software maintenance fees.

The budget for parts is 62% spent. As the district charges the district itself as well as outside agencies for parts plus a small mark up, the fact that this line item exceeds the expected spending is not a concern. If the parts budget were only 50% spent, the shop budget would be only 48% spent at this time.

If the software maintenance fees line item exceeds the amount budgeted, it should not be significantly over-budget.

The areas of most significance that are below the 50% threshold are wages and benefits. Wages are 46% spent and combined benefits are 44% spent as of the end of the quarter. This is because we budgeted for 8 positions in the shop, but only 7 of those positions are filled. In addition, wages in the shop increased because of the new shop contract. Those increases have not been budgeted. After we hire an additional mechanic, we may need to amend the budget to account for the pay increases in the shop.

SHOP	Budget	Qtr. 2 - 2023
Wages	\$ 851,800	\$ 400,732
Benefits	\$ 376,260	\$ 166,502
Supplies	\$ 19,300	\$ 11,030
Fuel	\$ 4,800	\$ 2,017
Inventory	\$ 510,000	\$ 314,894
Tools & Equipment	\$ 13,000	\$ 7,903
Professional Services	\$ 39,100	\$ 15,874
Communications	\$ 3,500	\$ 1,010
Travel	\$ 2,365	\$ 542
Advertising	\$ 500	\$ -
Rentals	\$ 500	\$ -
Repair & Maintenance	\$ 2,000	\$ 5,774
Miscellaneous	\$ 6,650	\$ 2,158
Inter-fund Transfers	\$ 349,910	\$ 174,955
Totals	\$ 2,179,685	\$ 1,103,390



NON-DEPARTMENTAL:

Non- Departmental costs total \$7,198,121; 49% of the budgeted amount. The only areas in this program that exceed the 50% threshold are insurance, which is 99% spent and legal services, which is 59% spent.

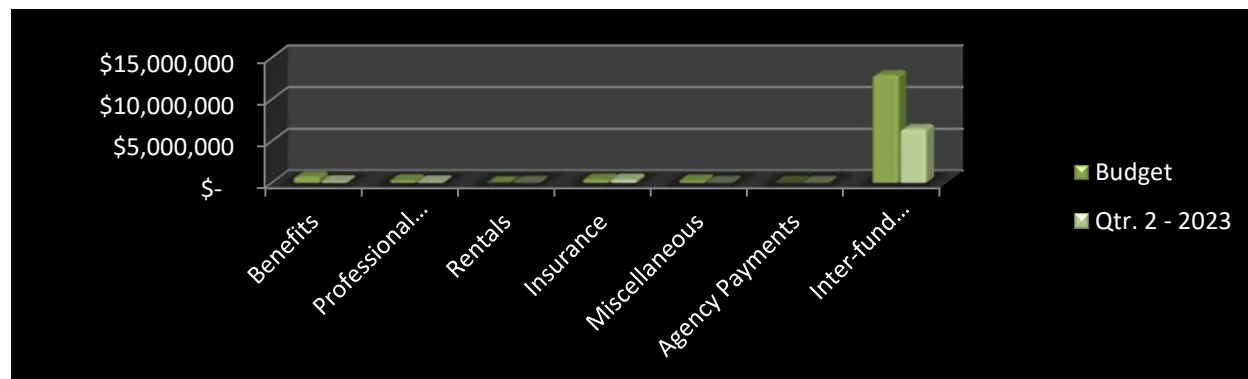
The insurance costs are 99% of the budget because this is an annual bill that is usually paid at the beginning of the year. No additional insurance costs are expected unless the district sees an increase in its insurable assets.

A few areas of significance that are below budgeted expectations include rebranding, which is 2% spent. In the retirement reserve fund leave accrual buy-out is 7% spent at this time, and retirement medical is 33% spent.

We expect that rebranding costs will continue to remain below budget for the year.

We expect to see increases in both leave buy-out costs and retirement medical as the year progresses. Some of the most significant leave buy-out costs had not yet been posted as of the end of the second quarter. In fact, the unexpected resignation of one employee will likely result in the need for a budget amendment for the leave buy-out line item. It should be noted that retirement medical costs are budgeted based on the assumption that all potentially eligible retirees would be paid retirement medical, when in fact not all of them receive the full amount.

NON-DEPARTMENTAL	Budget	Qtr. 2 - 2023
Benefits	\$ 749,600	\$ 157,748
Professional Services	\$ 317,115	\$ 128,640
Rentals	\$ 25,000	\$ 10,843
Insurance	\$ 428,835	\$ 426,348
Miscellaneous	\$ 294,993	\$ 6,502
Agency Payments	\$ 20,000	\$ 3,134
Inter-fund Transfers	\$ 12,929,815	\$ 6,464,908
Totals	\$ 14,765,358	\$ 7,198,121



TECHNICAL SERVICES

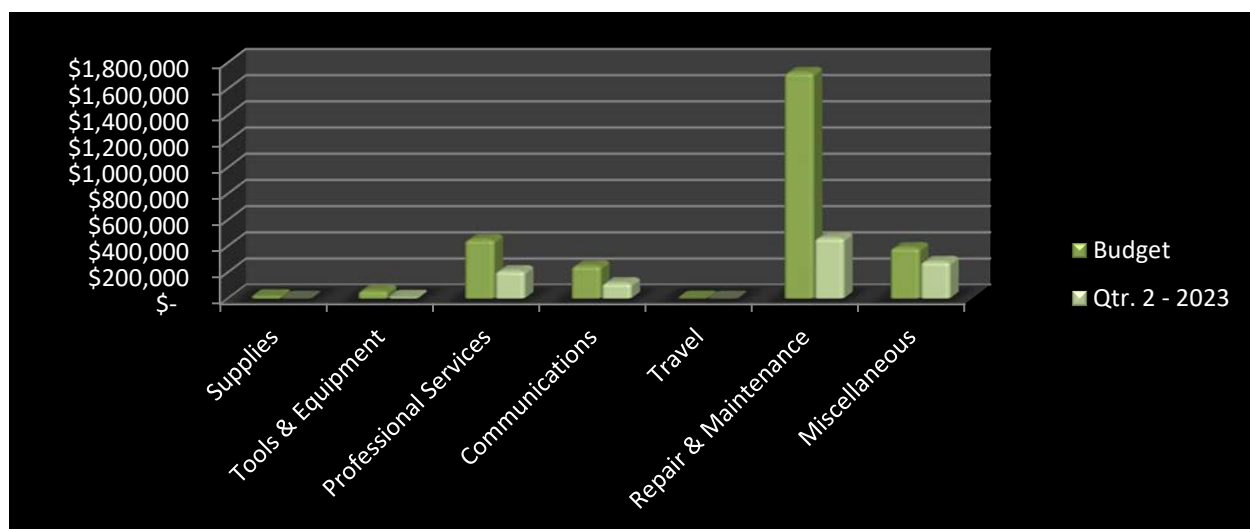
Technical services costs are 38% of the amount budgeted, with \$1,092,474 in expenditures. The most significant line items in technical services that are below budgeted expectations are apparatus repair and maintenance, which is 27% spent, and small tools and equipment, which is 21% spent.

To date, it looks as though both apparatus repair and maintenance costs and small tools and equipment will be below budget for the year based on year-to-date spending and a comparison of what was spent in the prior year at this time.

At this time, line items for radio supplies and repair and maintenance for radios, have remained unspent.

The most significant line item that exceeds the 50% threshold is software subscriptions and licensing, which is 72% spent, with costs totaling \$280,920 through June of this year. Spending on software subscriptions and licensing as of June 2022 totaled \$283,677.

TECHNICAL SERVICES	Budget	Qtr. 2 - 2023
Supplies	\$ 20,000	\$ -
Tools & Equipment	\$ 59,500	\$ 12,544
Professional Services	\$ 450,000	\$ 212,411
Communications	\$ 250,240	\$ 119,992
Travel	\$ 2,500	\$ 728
Repair & Maintenance	\$ 1,725,014	\$ 463,607
Miscellaneous	\$ 388,795	\$ 283,193
Totals	\$ 2,896,049	\$ 1,092,474



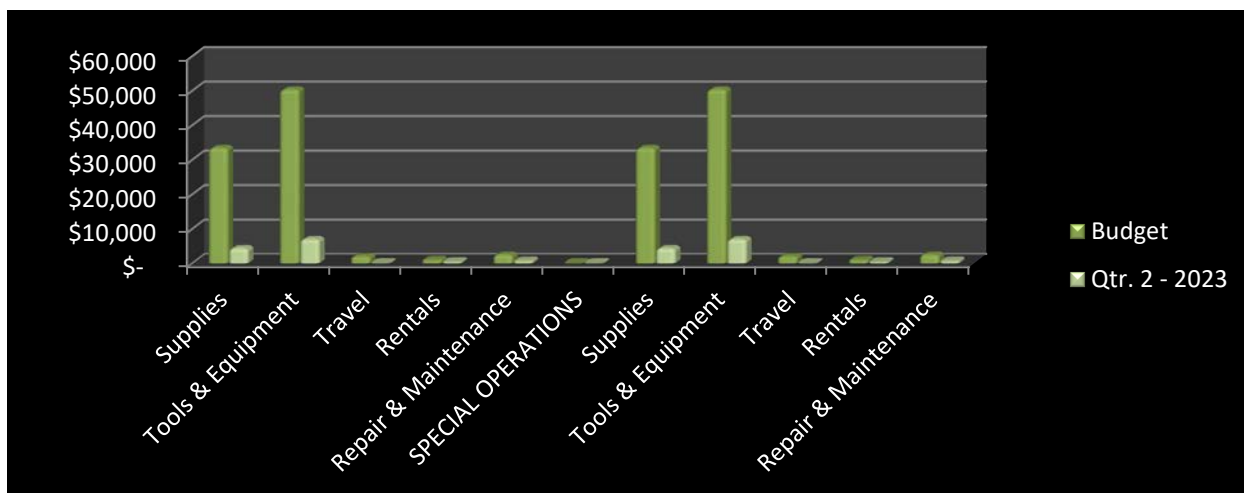
SPECIAL OPERATIONS

The special operations budget is only 14% spent with \$12,805 in total expenditures for the second quarter.

There are no line items exceeding the 50% threshold.

There are few line items within this program that are unspent at this time including hazmat supplies, disaster supplies, and wildland travel reimbursements.

SPECIAL OPERATIONS		Budget	Qtr. 2 - 2023
Supplies	\$	33,455	\$ 4,421
Tools & Equipment	\$	50,380	\$ 7,035
Travel	\$	2,000	\$ -
Rentals	\$	1,095	\$ 525
Repair & Maintenance	\$	2,500	\$ 824
Totals	\$	89,430	\$ 12,805



PUBLIC AFFAIRS

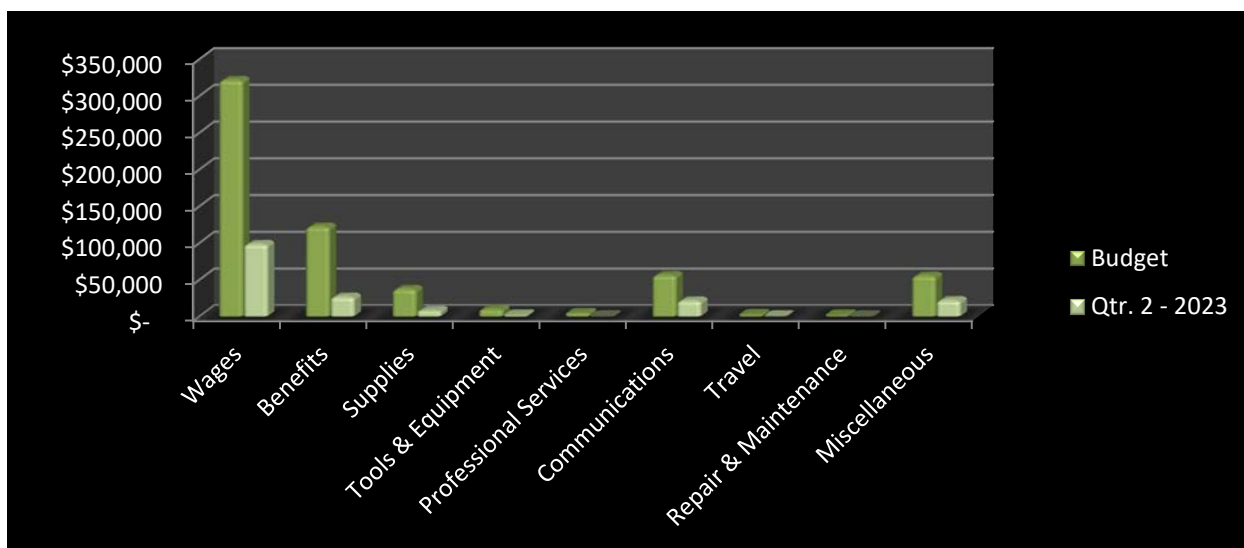
This program budget is 30% spent with \$181,115 in expenditures. Except for printing and binding, all line items within the public affairs program are less than 50% spent. The printing and binding line item is 52% spent at this time.

The main reason this program is below budget is because wages and benefits are below the expected 50% threshold.

Wages and benefits are 34% spent and 22% spent respectively, because we have only three positions budgeted in this area, and one of them, the data analyst position, has not been filled.

There are also several line items that have remained unspent so far this year.

PUBLIC AFFAIRS		Budget	Qtr. 2 - 2023
Wages	\$	321,862	\$ 98,771
Benefits	\$	122,330	\$ 27,029
Supplies	\$	37,500	\$ 8,420
Tools & Equipment	\$	10,000	\$ 2,260
Professional Services	\$	5,000	\$ -
Communications	\$	56,500	\$ 21,864
Travel	\$	3,000	\$ 403
Repair & Maintenance	\$	2,000	\$ 37
Miscellaneous	\$	55,650	\$ 22,330
Totals	\$	613,842	\$ 181,115



STRATEGIC PLANNING

Strategic planning is 46% spent so far this year. The only areas that exceed 50% of the budget are travel and software and licensing, which are 53% and 51% spent respectively.

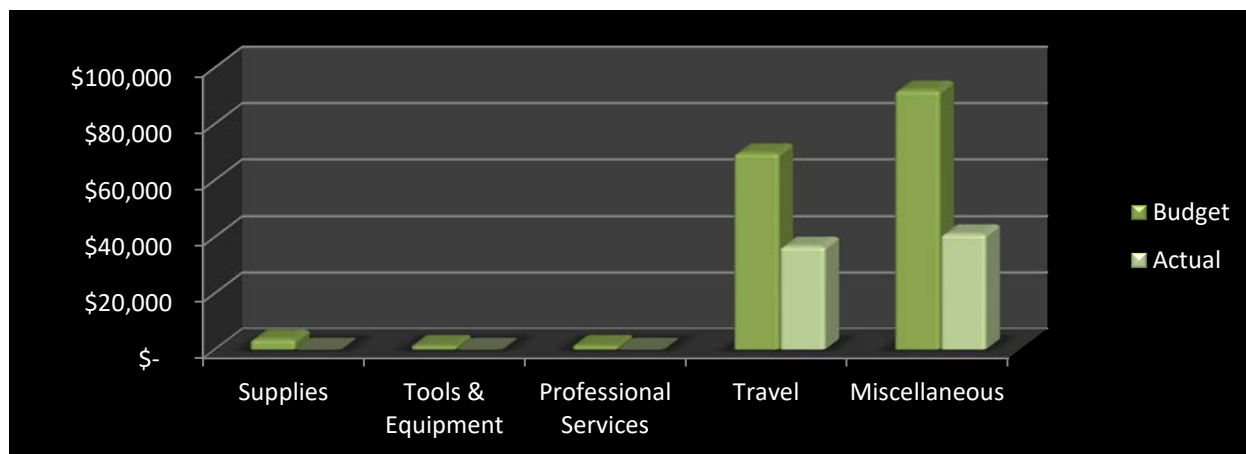
The travel costs budgeted were for the CPSE conference, which has concluded. We expect that travel expenses for this program will be within budget for the year.

A few of the software program costs are higher than budgeted, but not significantly higher.

All other line items in this program are below the 50% threshold, with nearly all of the line items being unspent as of the end of the second quarter.

We expect this area to remain below budget for the year.

STRATEGIC PLANNING		Budget	Qtr. 2 - 2023
Supplies	\$	3,700	\$ -
Tools & Equipment	\$	1,500	\$ -
Professional Services	\$	1,500	\$ -
Travel	\$	69,660	\$ 36,725
Miscellaneous	\$	91,966	\$ 41,102
Totals	\$	168,326	\$ 77,828





Snohomish Regional Fire & Rescue, WA

Budget Report**Account Summary**

For Fiscal: 2023 Period Ending: 06/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 001 - General Fund							
Revenue							
001-311-10-00-00	Regular Property Taxes	49,261,457.00	49,261,457.00	166,391.78	26,246,908.93	-23,014,548.07	53.28 %
001-311-10-00-01	EMS taxes	11,449,615.00	11,449,615.00	42,303.62	6,104,081.96	-5,345,533.04	53.31 %
001-311-10-00-02	M&O Levy	0.00	0.00	0.00	17.87	17.87	0.00 %
001-317-20-00-00	Leasehold Excise Taxes	0.00	0.00	0.00	0.00	0.00	0.00 %
001-317-40-00-00	Timber Excise Taxes	0.00	0.00	0.00	0.00	0.00	0.00 %
001-322-90-00-01	Burn Permits	9,100.00	9,100.00	350.00	5,375.00	-3,725.00	59.07 %
001-331-93-00-00	Federal Direct Grants-HHS	0.00	0.00	0.00	0.00	0.00	0.00 %
001-332-93-30-00	Medicaid Transformation Demonstrat...	0.00	0.00	0.00	0.00	0.00	0.00 %
001-332-93-40-00	GEMT	6,897,321.00	6,897,321.00	6,418,915.76	6,418,915.76	-478,405.24	93.06 %
001-333-97-00-00	Federal Indirect Grants	0.00	0.00	0.00	426,994.51	426,994.51	0.00 %
001-334-04-90-00	State Grant- Trauma	1,100.00	1,100.00	0.00	554.00	-546.00	50.36 %
001-334-06-90-01	L&I Stay at Work Grant	0.00	0.00	0.00	18,805.85	18,805.85	0.00 %
001-337-00-00-00	Local Grants, Entitlements and Other ...	8,100.00	8,100.00	12.70	11,630.33	3,530.33	143.58 %
001-342-21-00-00	Medical Records	1,800.00	1,800.00	144.89	557.40	-1,242.60	30.97 %
001-342-21-00-01	State Mobe Personnel	0.00	0.00	0.00	11,157.16	11,157.16	0.00 %
001-342-21-00-02	State Mobe Eqpt.	0.00	0.00	0.00	540.20	540.20	0.00 %
001-342-21-00-03	Mill Creek Contract	0.00	0.00	0.00	0.00	0.00	0.00 %
001-342-21-00-04	Brightwater Contract	112,450.00	112,450.00	0.00	112,449.50	-0.50	100.00 %
001-342-21-00-05	School Districts	30,700.00	30,700.00	0.00	0.00	-30,700.00	0.00 %
001-342-21-00-06	CPR Classes	0.00	0.00	0.00	0.00	0.00	0.00 %
001-342-21-00-08	Other Service Contracts	16,000.00	16,000.00	0.00	4,680.00	-11,320.00	29.25 %
001-342-21-00-09	County Fair Contract	76,008.00	76,008.00	0.00	0.00	-76,008.00	0.00 %
001-342-21-00-10	SCFD 5 ALS Contract	50,000.00	50,000.00	0.00	58,880.58	8,880.58	117.76 %
001-342-21-00-11	SCFD 16 ALS Contract	11,000.00	11,000.00	1,700.00	6,800.00	-4,200.00	61.82 %
001-342-21-00-12	Evergreen Fair Aid Station	0.00	0.00	0.00	0.00	0.00	0.00 %
001-342-21-00-13	Unprotected Land Contracts	0.00	0.00	965.53	8,133.46	8,133.46	0.00 %
001-342-21-00-14	DOC Contract	376,934.00	376,934.00	0.00	376,893.92	-40.08	99.99 %
001-342-21-00-15	Smoke Detector Sales	0.00	0.00	0.00	0.00	0.00	0.00 %
001-342-21-00-16	Address Sign Sales	1,000.00	1,000.00	54.00	346.00	-654.00	34.60 %
001-342-21-00-17	SCFD 17 ALS Contract	0.00	0.00	0.00	0.00	0.00	0.00 %
001-342-21-00-18	LS Sewer District Contract	3,800.00	3,800.00	0.00	0.00	-3,800.00	0.00 %
001-342-21-00-19	SCFD16 Property Tax	21,500.00	21,500.00	0.00	0.00	-21,500.00	0.00 %
001-342-40-00-01	Plan Review/ Permits/ Inspections	83,325.00	83,325.00	3,035.00	63,830.35	-19,494.65	76.60 %
001-342-60-00-00	Transports	2,237,676.00	2,237,676.00	223,540.87	1,425,342.24	-812,333.76	63.70 %
001-342-60-00-01	MVCs	31,500.00	31,500.00	7,026.73	25,676.49	-5,823.51	81.51 %
001-359-00-00-01	PSCAA- Illegal Burns	600.00	600.00	0.00	0.00	-600.00	0.00 %
001-361-10-00-00	Investment Interest	250,000.00	250,000.00	223,548.81	1,071,202.35	821,202.35	428.48 %
001-367-00-00-00	Contributions and Donations from N...	0.00	0.00	0.00	16,443.98	16,443.98	0.00 %
001-369-10-00-00	Sale of Scrap/Surplus	0.00	0.00	102.00	2,513.23	2,513.23	0.00 %
001-369-20-00-00	Unclaimed Property	0.00	0.00	1,172.46	1,771.01	1,771.01	0.00 %
001-369-50-00-00	Carry Over - Other District	0.00	0.00	0.00	0.00	0.00	0.00 %
001-369-91-00-00	Other Revenue	14,800.00	14,800.00	29.00	-7,760.20	-22,560.20	52.43 %
001-369-91-00-01	Refunds & Reimbursements	125,000.00	125,000.00	35,715.67	266,686.47	141,686.47	213.35 %
001-369-91-00-02	Hazmat Cost Recovery	0.00	0.00	0.00	0.00	0.00	0.00 %
001-395-00-00-00	Insurance Recovery	0.00	0.00	1,000.00	2,368.00	2,368.00	0.00 %
001-395-10-00-00	Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00 %
001-397-00-00-02	Transfer in From Bond Fund	0.00	0.00	0.00	0.00	0.00	0.00 %
001-397-00-00-03	Transfer in From Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00 %
001-397-00-00-05	Transfer in From Shop	99,910.00	99,910.00	24,977.50	49,955.00	-49,955.00	50.00 %

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
001-397-00-00-06	Interfund Transfer - PFML	0.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	71,170,696.00	71,170,696.00	7,150,986.32	42,731,751.35	-28,438,944.65	60.04%
	Expense						
001-501-522-10-10-01	Commissioner - Wages	86,100.00	86,100.00	5,248.00	37,760.00	48,340.00	43.86 %
001-501-522-10-20-06	Commissioner - Social Security	10,800.00	10,800.00	378.79	2,140.60	8,659.40	19.82 %
001-501-522-10-20-08	Commissioner - Medicare	1,250.00	1,250.00	76.66	551.67	698.33	44.13 %
001-501-522-10-20-09	Commissioner - L&I	130.00	130.00	5.39	38.73	91.27	29.79 %
001-501-522-10-20-13	Commissioner - Deferred Comp	0.00	0.00	38.40	215.04	-215.04	0.00 %
001-501-522-10-20-14	Commissioner - AD&D	0.00	0.00	0.00	0.00	0.00	0.00 %
001-501-522-10-20-15	Commissioner - Paid Family & Medical..	200.00	200.00	11.42	82.24	117.76	41.12 %
001-501-522-10-41-03	Commissioner - Professional Services	120,000.00	120,000.00	0.00	203,912.83	-83,912.83	169.93 %
001-501-522-10-43-01	Commissioner - Travel	53,900.00	53,900.00	180.00	20,409.09	33,490.91	37.86 %
001-501-522-10-49-01	Commissioner - All Dues	6,200.00	6,200.00	0.00	6,150.00	50.00	99.19 %
001-501-522-10-49-04	Commissioner - Other Miscellaneous	1,700.00	1,700.00	0.00	472.61	1,227.39	27.80 %
001-501-522-45-49-01	Commissioner - Registration	8,660.00	8,660.00	0.00	2,890.00	5,770.00	33.37 %
001-502-522-10-10-01	Admin - Wages	1,776,300.00	1,776,300.00	92,842.86	718,089.01	1,058,210.99	40.43 %
001-502-522-10-10-02	Admin - Overtime	3,150.00	3,150.00	125.70	942.75	2,207.25	29.93 %
001-502-522-10-10-03	Admin - Leave Sell Back	163,000.00	163,000.00	33,667.40	49,346.72	113,653.28	30.27 %
001-502-522-10-20-05	Admin - Medical/Dental	309,000.00	309,000.00	11,033.62	106,063.95	202,936.05	34.32 %
001-502-522-10-20-06	Admin - Retirement	144,600.00	144,600.00	5,947.26	50,076.93	94,523.07	34.63 %
001-502-522-10-20-07	Admin - Disability	3,320.00	3,320.00	80.37	1,256.75	2,063.25	37.85 %
001-502-522-10-20-08	Admin - Medicare	28,500.00	28,500.00	1,840.02	11,204.64	17,295.36	39.31 %
001-502-522-10-20-09	Admin - L&I	19,800.00	19,800.00	1,101.94	6,797.10	13,002.90	34.33 %
001-502-522-10-20-10	Admin - VEBA	21,000.00	21,000.00	200.00	882.89	20,117.11	4.20 %
001-502-522-10-20-13	Admin - Deferred Comp	21,000.00	21,000.00	261.88	4,357.30	16,642.70	20.75 %
001-502-522-10-20-14	Admin - AD&D	4,500.00	4,500.00	4,988.40	4,988.40	-488.40	110.85 %
001-502-522-10-20-15	Admin - Paid Family & Medical Leave	3,040.00	3,040.00	264.38	1,531.35	1,508.65	50.37 %
001-502-522-10-31-00	Admin - Office Supplies	26,000.00	26,000.00	1,224.91	14,861.22	11,138.78	57.16 %
001-502-522-10-35-00	Admin - SmallTools/Minor Equip.	4,000.00	4,000.00	327.53	2,016.00	1,984.00	50.40 %
001-502-522-10-41-01	Admin - Professional Services	155,300.00	155,300.00	8,488.24	50,903.48	104,396.52	32.78 %
001-502-522-10-42-00	Admin - Postage & Shipping	3,200.00	3,200.00	175.50	216.21	2,983.79	6.76 %
001-502-522-10-43-00	Admin - Travel	28,150.00	28,150.00	338.48	947.29	27,202.71	3.37 %
001-502-522-10-44-00	Admin - Advertising	6,900.00	6,900.00	324.00	548.84	6,351.16	7.95 %
001-502-522-10-49-01	Admin - Dues	14,609.00	14,609.00	162.62	4,456.61	10,152.39	30.51 %
001-502-522-10-49-06	Admin - Other Miscellaneous	20,805.00	20,805.00	456.03	3,208.99	17,596.01	15.42 %
001-502-522-10-49-07	Admin - Service Awards	48,200.00	48,200.00	110.10	12,059.80	36,140.20	25.02 %
001-502-522-45-49-02	Admin - Training Registration	7,300.00	7,300.00	0.00	3,909.00	3,391.00	53.55 %
001-503-522-10-10-01	Finance & HR - Wages	1,475,200.00	1,475,200.00	101,592.83	580,353.59	894,846.41	39.34 %
001-503-522-10-10-02	Finance & HR - Overtime	13,600.00	13,600.00	0.00	519.88	13,080.12	3.82 %
001-503-522-10-10-03	Finance & HR - Leave Sell Back	174,900.00	174,900.00	17,912.57	63,459.82	111,440.18	36.28 %
001-503-522-10-10-04	Finance & HR - Comp	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00 %
001-503-522-10-20-05	Finance & HR - Medical/Dental	359,000.00	359,000.00	23,160.69	125,297.34	233,702.66	34.90 %
001-503-522-10-20-06	Finance & HR - Retirement	172,900.00	172,900.00	10,869.52	59,802.78	113,097.22	34.59 %
001-503-522-10-20-07	Finance & HR - Disability	4,000.00	4,000.00	346.38	1,665.49	2,334.51	41.64 %
001-503-522-10-20-08	Finance & HR - Medicare	25,300.00	25,300.00	1,776.97	9,596.29	15,703.71	37.93 %
001-503-522-10-20-09	Finance & HR - L&I	4,900.00	4,900.00	271.34	1,414.14	3,485.86	28.86 %
001-503-522-10-20-10	Finance & HR - VEBA	10,500.00	10,500.00	375.00	2,654.61	7,845.39	25.28 %
001-503-522-10-20-13	Finance & HR - Deferred Comp	38,300.00	38,300.00	3,096.18	17,535.35	20,764.65	45.78 %
001-503-522-10-20-14	Finance & HR - AD&D	2,000.00	2,000.00	2,677.38	2,677.38	-677.38	133.87 %
001-503-522-10-20-15	Finance & HR - Paid Family & Medical...	3,450.00	3,450.00	257.35	1,370.36	2,079.64	39.72 %
001-503-522-10-43-00	Finance & HR - Travel	27,950.00	27,950.00	0.00	1,707.98	26,242.02	6.11 %
001-503-522-10-45-00	Finance & HR - Rentals	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
001-503-522-10-49-01	Finance & HR - Dues & Subscriptions	1,964.00	1,964.00	0.00	3,621.30	-1,657.30	184.38 %
001-503-522-10-49-06	Finance & HR - Other Miscellaneous	12,642.00	12,642.00	306.44	4,204.51	8,437.49	33.26 %
001-503-522-45-49-02	Finance & HR - Training Registration	30,625.00	30,625.00	20.00	4,508.00	26,117.00	14.72 %
001-504-522-20-10-01	Suppression - Wages	20,785,000.00	20,785,000.00	1,478,124.57	9,099,815.59	11,685,184.41	43.78 %
001-504-522-20-10-02	Suppression - Overtime	3,749,449.00	3,749,449.00	247,657.45	1,249,096.16	2,500,352.84	33.31 %
001-504-522-20-10-03	Suppression - Leave Sell Back	1,415,100.00	1,415,100.00	187,851.02	383,344.41	1,031,755.59	27.09 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
001-504-522-20-10-04	Suppression - Comp	367,000.00	367,000.00	0.00	0.00	367,000.00	0.00 %
001-504-522-20-20-05	Suppression - Medical/Dental	4,466,000.00	4,466,000.00	359,615.88	2,192,596.86	2,273,403.14	49.10 %
001-504-522-20-20-06	Suppression - Retirement	1,402,700.00	1,402,700.00	96,154.87	552,962.89	849,737.11	39.42 %
001-504-522-20-20-07	Suppression - Disability	51,800.00	51,800.00	4,012.03	24,976.13	26,823.87	48.22 %
001-504-522-20-20-08	Suppression - Medicare	381,700.00	381,700.00	28,836.74	160,607.81	221,092.19	42.08 %
001-504-522-20-20-09	Suppression - L&I	1,401,200.00	1,401,200.00	54,779.85	321,912.31	1,079,287.69	22.97 %
001-504-522-20-20-10	Suppression - VEBA	6,700.00	6,700.00	0.00	-166.67	6,866.67	-2.49 %
001-504-522-20-20-13	Suppression - Deferred Comp	1,193,600.00	1,193,600.00	75,727.21	463,991.29	729,608.71	38.87 %
001-504-522-20-20-14	Suppression - AD&D	5,000.00	5,000.00	15,120.00	15,120.00	-10,120.00	302.40 %
001-504-522-20-20-15	Suppression - Paid Family & Medical ...	53,010.00	53,010.00	4,217.80	23,401.97	29,608.03	44.15 %
001-504-522-20-20-16	Suppression - MERP (ER)	0.00	0.00	0.00	0.00	0.00	0.00 %
001-504-522-20-31-01	Suppression - Operating Supplies	75,000.00	75,000.00	1,150.26	6,379.28	68,620.72	8.51 %
001-504-522-20-31-03	Suppression - SCBA Supplies	5,000.00	5,000.00	0.00	681.74	4,318.26	13.63 %
001-504-522-20-31-07	Suppression - Uniforms	199,850.00	199,850.00	4,490.66	84,789.72	115,060.28	42.43 %
001-504-522-20-31-10	Suppression - Bunker Gear Supplies	50,000.00	50,000.00	1,680.00	20,861.22	29,138.78	41.72 %
001-504-522-20-32-00	Suppression - Fuel	195,600.00	195,600.00	13,245.42	80,002.00	115,598.00	40.90 %
001-504-522-20-35-00	Suppression - Small Tools/Minor Equi...	155,000.00	155,000.00	-335.25	52,526.93	102,473.07	33.89 %
001-504-522-20-41-01	Suppression - Air Monitoring	10,000.00	10,000.00	7,747.85	9,507.38	492.62	95.07 %
001-504-522-20-41-02	Suppression - Hose Testing	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
001-504-522-20-43-00	Suppression - Travel Expenses	0.00	0.00	3,134.33	3,764.18	-3,764.18	0.00 %
001-504-522-20-48-02	Suppression - Equip. Repair/Maint.	56,500.00	56,500.00	8,711.27	11,836.08	44,663.92	20.95 %
001-504-522-20-48-11	Suppression - Bunker Gear Repair/Ma...	32,000.00	32,000.00	1,228.83	9,730.86	22,269.14	30.41 %
001-504-522-20-48-12	Suppression - SCBA Repair/Maint.	7,000.00	7,000.00	3,427.73	7,122.66	-122.66	101.75 %
001-504-522-20-49-02	Suppression - Cost Share Zone 11	42,500.00	42,500.00	0.00	33,034.75	9,465.25	77.73 %
001-504-522-20-49-04	Suppression - Other Miscellaneous	3,700.00	3,700.00	184.59	2,424.18	1,275.82	65.52 %
001-504-528-00-41-00	Dispatch Services - SNO 911	199,320.00	199,320.00	16,609.73	99,658.38	99,661.62	50.00 %
001-504-528-00-41-02	Dispatch Services - 800 MHz	0.00	0.00	0.00	0.00	0.00	0.00 %
001-505-522-30-10-01	Prevention Services - Wages	793,500.00	793,500.00	61,889.93	348,050.32	445,449.68	43.86 %
001-505-522-30-10-02	Prevention Services - Overtime	76,000.00	76,000.00	3,239.19	13,063.00	62,937.00	17.19 %
001-505-522-30-10-03	Prevention Services - Leave Sell Back	103,300.00	103,300.00	25,550.52	44,435.98	58,864.02	43.02 %
001-505-522-30-10-04	Prevention Services - Comp	4,300.00	4,300.00	0.00	0.00	4,300.00	0.00 %
001-505-522-30-20-05	Prevention Services - Medical/Dental	141,000.00	141,000.00	13,942.24	77,843.38	63,156.62	55.21 %
001-505-522-30-20-06	Prevention Services - Retirement	66,300.00	66,300.00	5,280.45	24,939.99	41,360.01	37.62 %
001-505-522-30-20-07	Prevention Services - Disability	1,900.00	1,900.00	155.58	879.50	1,020.50	46.29 %
001-505-522-30-20-08	Prevention Services - Medicare	14,300.00	14,300.00	1,343.73	6,040.98	8,259.02	42.24 %
001-505-522-30-20-09	Prevention Services - L&I	33,100.00	33,100.00	1,325.63	6,109.58	26,990.42	18.46 %
001-505-522-30-20-10	Prevention Services - VEBA	3,000.00	3,000.00	75.00	450.00	2,550.00	15.00 %
001-505-522-30-20-13	Prevention Services - Deferred Comp	36,300.00	36,300.00	2,591.24	14,353.95	21,946.05	39.54 %
001-505-522-30-20-14	Prevention Services - AD&D	1,800.00	1,800.00	1,146.90	1,146.90	653.10	63.72 %
001-505-522-30-20-15	Prevention Services - Paid Family & F...	1,970.00	1,970.00	197.59	883.66	1,086.34	44.86 %
001-505-522-30-31-00	Prevention Services - Operating Suppl...	6,100.00	6,100.00	0.00	1,848.79	4,251.21	30.31 %
001-505-522-30-31-02	Prevention Services - GIS Supplies	0.00	0.00	0.00	273.56	-273.56	0.00 %
001-505-522-30-35-00	Prevention Services - Small Tools/Mi...	22,000.00	22,000.00	2,346.16	21,091.44	908.56	95.87 %
001-505-522-30-41-00	Prevention Services - Professional Ser...	15,000.00	15,000.00	0.00	1,495.75	13,504.25	9.97 %
001-505-522-30-43-00	Prevention Services - Travel	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
001-505-522-30-49-02	Prevention Services - Dues & Subscrip...	6,975.00	6,975.00	-2,600.00	3,504.50	3,470.50	50.24 %
001-505-522-30-49-04	Prevention Services - Software Licens...	26,150.00	26,150.00	855.51	13,282.26	12,867.74	50.79 %
001-505-522-45-49-02	Prevention Services - Training Registr...	12,600.00	12,600.00	315.00	1,173.00	11,427.00	9.31 %
001-506-522-45-10-01	Training - Wages	830,300.00	830,300.00	96,318.20	405,994.82	424,305.18	48.90 %
001-506-522-45-10-02	Training - Overtime	50,000.00	50,000.00	117.36	19,434.30	30,565.70	38.87 %
001-506-522-45-10-03	Training - Leave Sell Back	134,600.00	134,600.00	28,565.03	52,148.14	82,451.86	38.74 %
001-506-522-45-10-04	Training - Comp	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
001-506-522-45-20-05	Training - Medical/Dental	191,000.00	191,000.00	18,945.41	84,429.56	106,570.44	44.20 %
001-506-522-45-20-06	Training - Retirement	59,000.00	59,000.00	7,093.06	24,529.79	34,470.21	41.58 %
001-506-522-45-20-07	Training - Disability	1,720.00	1,720.00	251.81	900.06	819.94	52.33 %
001-506-522-45-20-08	Training - Medicare	14,900.00	14,900.00	1,849.47	7,106.05	7,793.95	47.69 %
001-506-522-45-20-09	Training - L&I	33,500.00	33,500.00	1,717.47	9,427.47	24,072.53	28.14 %
001-506-522-45-20-10	Training - VEBA	3,900.00	3,900.00	0.00	0.00	3,900.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
001-506-522-45-20-13	Training - Deferred Comp	45,400.00	45,400.00	3,149.30	16,100.43	29,299.57	35.46 %
001-506-522-45-20-14	Training - AD&D	2,100.00	2,100.00	27.29	27.29	2,072.71	1.30 %
001-506-522-45-20-15	Training - Paid Family & Medical Leave	1,950.00	1,950.00	270.50	1,024.32	925.68	52.53 %
001-506-522-45-31-02	Training - Operating Supplies	1,200.00	1,200.00	281.30	963.30	236.70	80.28 %
001-506-522-45-31-03	Training - Miscellaneous Supplies	56,351.00	56,351.00	5,496.78	17,508.38	38,842.62	31.07 %
001-506-522-45-31-04	Training - HR Training Materials	0.00	0.00	0.00	0.00	0.00	0.00 %
001-506-522-45-34-00	Training - Library/Text Books	13,151.00	13,151.00	282.90	2,083.64	11,067.36	15.84 %
001-506-522-45-35-00	Training - Small Tools/Equipment	88,043.00	88,043.00	2,157.59	10,728.57	77,314.43	12.19 %
001-506-522-45-41-00	Training - Professional Services	21,000.00	21,000.00	0.00	0.00	21,000.00	0.00 %
001-506-522-45-41-01	Training - Chaplains	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
001-506-522-45-41-03	Training - Explorers	0.00	0.00	0.00	0.00	0.00	0.00 %
001-506-522-45-43-00	Training - Travel Expenses	126,125.00	126,125.00	2,524.93	21,593.26	104,531.74	17.12 %
001-506-522-45-45-00	Training - Testing/Training Facility Re...	75,900.00	75,900.00	0.00	14,627.82	61,272.18	19.27 %
001-506-522-45-49-00	Training - Software Subscription/Lice...	35,450.00	35,450.00	0.00	31,057.83	4,392.17	87.61 %
001-506-522-45-49-01	Training - Dues & Subscriptions	750.00	750.00	0.00	0.00	750.00	0.00 %
001-506-522-45-49-02	Training - Registration	230,350.00	230,350.00	4,644.15	61,106.21	169,243.79	26.53 %
001-506-522-45-49-03	Training - EMT CBT	0.00	0.00	0.00	0.00	0.00	0.00 %
001-506-522-45-49-04	Training - Simulator Warranty	15,125.00	15,125.00	0.00	0.00	15,125.00	0.00 %
001-506-522-45-49-05	Training - IFSAC Testing	13,400.00	13,400.00	0.00	925.00	12,475.00	6.90 %
001-506-522-45-49-06	Training - HAZMAT	16,500.00	16,500.00	0.00	0.00	16,500.00	0.00 %
001-506-522-45-49-10	Training - Tuition	60,000.00	60,000.00	5,928.73	16,237.96	43,762.04	27.06 %
001-506-522-45-49-19	Training - Promotional Testing	0.00	0.00	0.00	0.00	0.00	0.00 %
001-506-522-45-49-22	Training - Post Academy Instructors	0.00	0.00	0.00	0.00	0.00	0.00 %
001-506-522-45-49-23	Training - Career Academy	360,000.00	360,000.00	5,181.24	70,980.08	289,019.92	19.72 %
001-506-522-45-49-26	Training - Rescue Swimmer Training &...	200.00	200.00	0.00	0.00	200.00	0.00 %
001-506-522-45-49-32	Training - CE Training for Peer Support	0.00	0.00	0.00	0.00	0.00	0.00 %
001-506-522-45-49-37	Training - Paramedic Training	110,300.00	110,300.00	2,800.00	44,493.91	65,806.09	40.34 %
001-506-522-45-49-44	Training - Training Consortium	20,000.00	20,000.00	0.00	359.47	19,640.53	1.80 %
001-506-594-45-64-00	Training - Capital Equipment	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00 %
001-507-522-45-49-02	Logistics - Training Registration	10,500.00	10,500.00	0.00	3,425.00	7,075.00	32.62 %
001-507-522-50-10-01	Logistics - Wages	635,800.00	635,800.00	43,899.90	281,935.16	353,864.84	44.34 %
001-507-522-50-10-02	Logistics - Overtime	2,400.00	2,400.00	0.00	185.85	2,214.15	7.74 %
001-507-522-50-10-03	Logistics - Leave Sell Back	57,200.00	57,200.00	6,531.97	12,095.18	45,104.82	21.15 %
001-507-522-50-10-04	Logistics - Comp	0.00	0.00	0.00	0.00	0.00	0.00 %
001-507-522-50-20-05	Logistics - Medical/Dental	138,000.00	138,000.00	11,682.24	63,740.56	74,259.44	46.19 %
001-507-522-50-20-06	Logistics - Retirement	59,400.00	59,400.00	3,699.88	23,241.18	36,158.82	39.13 %
001-507-522-50-20-07	Logistics - Disability	1,550.00	1,550.00	140.76	799.54	750.46	51.58 %
001-507-522-50-20-08	Logistics - Medicare	10,100.00	10,100.00	738.45	4,314.12	5,785.88	42.71 %
001-507-522-50-20-09	Logistics - L&I	5,880.00	5,880.00	323.85	1,950.65	3,929.35	33.17 %
001-507-522-50-20-10	Logistics - VEBA	11,200.00	11,200.00	165.00	1,102.50	10,097.50	9.84 %
001-507-522-50-20-13	Logistics - Deferred Comp	7,700.00	7,700.00	495.54	3,306.63	4,393.37	42.94 %
001-507-522-50-20-14	Logistics - AD&D	1,500.00	1,500.00	1,404.41	1,404.41	95.59	93.63 %
001-507-522-50-20-15	Logistics - Paid Family & Medical Leave	1,340.00	1,340.00	104.35	609.23	730.77	45.46 %
001-507-522-50-31-00	Logistics - Operating Supplies	75,000.00	75,000.00	4,854.48	38,988.41	36,011.59	51.98 %
001-507-522-50-35-00	Logistics - Small Tools/Minor Equip.	90,000.00	90,000.00	3,957.85	28,953.81	61,046.19	32.17 %
001-507-522-50-41-00	Logistics - Professional Services	260,400.00	260,400.00	19,218.44	85,613.42	174,786.58	32.88 %
001-507-522-50-43-00	Logistics - Travel	8,000.00	8,000.00	508.32	4,912.92	3,087.08	61.41 %
001-507-522-50-45-00	Logistics - Rentals	7,000.00	7,000.00	275.50	2,449.30	4,550.70	34.99 %
001-507-522-50-47-01	Logistics - Electric	125,000.00	125,000.00	5,146.76	51,549.67	73,450.33	41.24 %
001-507-522-50-47-02	Logistics - Water	40,000.00	40,000.00	1,741.14	17,357.49	22,642.51	43.39 %
001-507-522-50-47-03	Logistics - Gas	80,000.00	80,000.00	823.38	32,524.54	47,475.46	40.66 %
001-507-522-50-47-04	Logistics - Refuse	52,500.00	52,500.00	4,848.82	29,696.98	22,803.02	56.57 %
001-507-522-50-48-00	Logistics - Repair & Maintenance	483,500.00	483,500.00	27,059.29	119,068.58	364,431.42	24.63 %
001-507-522-50-49-00	Logistics - Miscellaneous	24,000.00	24,000.00	89.10	14,519.68	9,480.32	60.50 %
001-507-522-50-49-02	Logistics - Dues & Subscriptions	200.00	200.00	0.00	0.00	200.00	0.00 %
001-507-522-50-49-04	Logistics - Software Subscription/Lice...	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00 %
001-507-594-50-63-00	Facilities - Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00 %
001-508-522-20-10-01	Part Time - Wages	16,425.00	16,425.00	0.00	0.00	16,425.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
001-508-522-20-10-02	Part Time - Overtime	0.00	0.00	0.00	0.00	0.00	0.00 %
001-508-522-20-20-06	Part Time - Retirement	750.00	750.00	0.00	0.00	750.00	0.00 %
001-508-522-20-20-08	Part Time - Medicare	420.00	420.00	0.00	0.00	420.00	0.00 %
001-508-522-20-20-09	Part Time - L&I	5,900.00	5,900.00	0.00	0.00	5,900.00	0.00 %
001-508-522-20-20-10	Part Time - VEBA	0.00	0.00	0.00	0.00	0.00	0.00 %
001-508-522-20-20-14	Part Time - AD&D	600.00	600.00	1,770.60	1,770.60	-1,170.60	295.10 %
001-508-522-20-20-15	Part Time - Paid Family & Medical Lea...	70.00	70.00	0.00	0.00	70.00	0.00 %
001-508-522-20-49-00	Part Time - Chaplain Dues	5,200.00	5,200.00	150.49	150.49	5,049.51	2.89 %
001-509-517-20-20-05	EMS - Med/Dental	0.00	0.00	0.00	0.00	0.00	0.00 %
001-509-522-20-10-01	EMS - Wages	6,404,600.00	6,404,600.00	410,995.47	2,480,508.44	3,924,091.56	38.73 %
001-509-522-20-10-02	EMS - Overtime	1,050,182.00	1,050,182.00	50,511.99	224,472.61	825,709.39	21.37 %
001-509-522-20-10-03	EMS - Leave Sell Back	294,000.00	294,000.00	42,715.28	111,446.48	182,553.52	37.91 %
001-509-522-20-10-04	EMS - Comp	74,000.00	74,000.00	0.00	0.00	74,000.00	0.00 %
001-509-522-20-20-05	EMS - Medical/Dental	1,291,000.00	1,291,000.00	86,566.84	522,232.55	768,767.45	40.45 %
001-509-522-20-20-06	EMS - Retirement	416,200.00	416,200.00	26,244.31	145,218.51	270,981.49	34.89 %
001-509-522-20-20-07	EMS - Disability	13,600.00	13,600.00	976.22	5,951.60	7,648.40	43.76 %
001-509-522-20-20-08	EMS - Medicare	113,800.00	113,800.00	7,531.62	42,166.94	71,633.06	37.05 %
001-509-522-20-20-09	EMS - L&I	307,900.00	307,900.00	12,534.42	73,875.87	234,024.13	23.99 %
001-509-522-20-20-10	EMS - VEBA	4,320.00	4,320.00	0.00	0.00	4,320.00	0.00 %
001-509-522-20-20-13	EMS - Deferred Comp	367,700.00	367,700.00	21,173.54	127,166.60	240,533.40	34.58 %
001-509-522-20-20-14	EMS - AD&D	700.00	700.00	221.76	221.76	478.24	31.68 %
001-509-522-20-20-15	EMS - Paid Family & Medical Leave	15,460.00	15,460.00	1,091.34	6,095.83	9,364.17	39.43 %
001-509-522-20-20-16	EMS - MERP - ER	0.00	0.00	0.00	0.00	0.00	0.00 %
001-509-522-20-31-01	EMS - Fair Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
001-509-522-20-32-00	EMS - Fuel	198,000.00	198,000.00	13,119.24	78,212.02	119,787.98	39.50 %
001-509-522-20-35-00	EMS - Small Tools/Minor Equip.	40,315.00	40,315.00	10,002.68	16,536.22	23,778.78	41.02 %
001-509-522-20-41-02	EMS - Professional Services	55,000.00	55,000.00	4,000.00	24,000.00	31,000.00	43.64 %
001-509-522-20-41-05	EMS - Systems Design Billing	170,000.00	170,000.00	13,214.92	75,739.42	94,260.58	44.55 %
001-509-522-20-41-06	EMS - Biohazard Waste Removal	5,000.00	5,000.00	173.59	1,402.71	3,597.29	28.05 %
001-509-522-20-41-11	EMS - Sno Co MPD & EMS	48,400.00	48,400.00	0.00	0.00	48,400.00	0.00 %
001-509-522-20-41-13	EMS - GEMT Professional Services	65,000.00	65,000.00	0.00	0.00	65,000.00	0.00 %
001-509-522-20-43-00	EMS - Travel	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00 %
001-509-522-20-45-00	EMS - Rentals	20,000.00	20,000.00	1,581.56	12,391.28	7,608.72	61.96 %
001-509-522-20-48-01	EMS - Equip. Repair/Maint.	368,000.00	368,000.00	27,696.57	152,633.30	215,366.70	41.48 %
001-509-522-20-49-01	EMS - Dues & Subscriptions	1,180.00	1,180.00	0.00	210.00	970.00	17.80 %
001-509-522-20-49-02	EMS - Software Subscriptions/Licensi...	169,750.00	169,750.00	5,691.60	47,386.88	122,363.12	27.92 %
001-509-522-20-49-04	EMS - Other Miscellaneous	2,500.00	2,500.00	104.98	1,494.62	1,005.38	59.78 %
001-509-522-30-31-01	EMS - Medications & Medical Supplies	300,000.00	300,000.00	22,745.11	108,077.55	191,922.45	36.03 %
001-509-522-30-31-02	EMS - Medical Supplies	0.00	0.00	0.00	0.00	0.00	0.00 %
001-509-522-45-49-02	EMS - Training Registration	18,700.00	18,700.00	0.00	722.00	17,978.00	3.86 %
001-509-528-00-41-00	Dispatch Services - SNO911	797,270.00	797,270.00	66,438.94	398,633.64	398,636.36	50.00 %
001-509-528-00-41-02	Dispatch Services - 800 MHz	0.00	0.00	0.00	0.00	0.00	0.00 %
001-509-589-26-49-00	EMS - Transport Refunds	10,000.00	10,000.00	0.00	2,984.71	7,015.29	29.85 %
001-509-589-26-49-01	GEMT - State Share	0.00	0.00	0.00	23,816.58	-23,816.58	0.00 %
001-509-594-20-64-00	EMS - Capital Outlay - Medicaid Trans...	0.00	0.00	0.00	0.00	0.00	0.00 %
001-510-522-20-20-15	Health & Safety - Member Assistance...	8,000.00	8,000.00	470.90	2,825.40	5,174.60	35.32 %
001-510-522-20-31-01	Health & Safety - Operating Supplies	3,500.00	3,500.00	762.56	765.47	2,734.53	21.87 %
001-510-522-20-34-00	Health & Safety - Inventory	0.00	0.00	0.00	0.00	0.00	0.00 %
001-510-522-20-35-01	Health & Safety - Small Tools & Equi...	3,750.00	3,750.00	105.86	657.57	3,092.43	17.54 %
001-510-522-20-41-01	Health & Safety - Screening & Testing	21,425.00	21,425.00	0.00	0.00	21,425.00	0.00 %
001-510-522-20-41-06	Health & Safety - Annual/Hazmat Phy...	178,200.00	178,200.00	13,640.00	26,370.20	151,829.80	14.80 %
001-510-522-20-41-07	Health & Safety - Professional Consul...	11,140.00	11,140.00	650.00	2,121.00	9,019.00	19.04 %
001-510-522-20-41-08	Health & Safety - Mental Health Servi...	2,400.00	2,400.00	0.00	0.00	2,400.00	0.00 %
001-510-522-20-43-00	Health & Safety - Travel	38,125.00	38,125.00	291.94	291.94	37,833.06	0.77 %
001-510-522-20-48-00	Health & Safety - Repair & Maintenan...	6,500.00	6,500.00	1,983.76	1,983.76	4,516.24	30.52 %
001-510-522-20-49-00	Health & Safety - Fitness Trainers/Wel...	4,140.00	4,140.00	109.00	654.00	3,486.00	15.80 %
001-510-522-20-49-01	Health & Safety - Dues & Subscriptions	885.00	885.00	0.00	0.00	885.00	0.00 %
001-510-522-20-49-04	Health & Safety - Software Subscripti...	6,000.00	6,000.00	0.00	5,498.00	502.00	91.63 %

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
001-510-522-45-49-00	Health & Safety - Training Registration	15,000.00	15,000.00	0.00	9,230.81	5,769.19	61.54 %
001-512-522-10-41-00	Non-Departmental - Labor Attorney	84,000.00	84,000.00	675.00	3,477.60	80,522.40	4.14 %
001-512-522-10-41-02	Non-Departmental - Misc Banking fees	4,500.00	4,500.00	572.97	1,880.44	2,619.56	41.79 %
001-512-522-10-41-03	Non-Departmental - Legal Services	200,000.00	200,000.00	58,741.26	117,609.17	82,390.83	58.80 %
001-512-522-10-41-12	Non-Departmental - State Auditor	28,600.00	28,600.00	0.00	5,662.67	22,937.33	19.80 %
001-512-522-10-45-00	Non-Departmental - Copier/Postage ...	0.00	0.00	0.00	0.00	0.00	0.00 %
001-512-522-10-49-06	Non-Departmental - Rebranding	294,993.00	294,993.00	2,197.39	6,501.53	288,491.47	2.20 %
001-512-522-20-20-14	Non-Departmental - Unemployment ...	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
001-512-522-41-46-00	Non-Departmental - Risk Management	428,835.00	428,835.00	0.00	426,348.00	2,487.00	99.42 %
001-512-589-10-41-04	Non-Departmental - Refund Interest/...	10.00	10.00	0.00	0.01	9.99	0.10 %
001-512-591-22-70-00	Non Departmental - Copier Leases	25,000.00	25,000.00	1,356.80	10,842.66	14,157.34	43.37 %
001-512-597-00-00-01	Non-Departmental - Transfers to App...	2,560,000.00	2,560,000.00	640,000.00	1,280,000.00	1,280,000.00	50.00 %
001-512-597-00-00-02	Non-Departmental - Transfer to Retir...	1,975,500.00	1,975,500.00	493,875.00	987,750.00	987,750.00	50.00 %
001-512-597-00-00-03	Non-Departmental - Transfer to Emer...	420,000.00	420,000.00	105,000.00	210,000.00	210,000.00	50.00 %
001-512-597-00-00-04	Non-Departmental - Transfer to Equi...	1,109,660.00	1,109,660.00	277,415.00	554,830.00	554,830.00	50.00 %
001-512-597-00-00-05	Non-Departmental - Transfer to Const...	6,350,000.00	6,350,000.00	1,587,500.00	3,175,000.00	3,175,000.00	50.00 %
001-512-597-00-00-06	Non Departmental - Transfers-Out to...	514,655.00	514,655.00	128,663.75	257,327.50	257,327.50	50.00 %
001-513-522-10-35-00	Technical Services - Small Tools & Equ...	59,500.00	59,500.00	1,660.25	12,544.38	46,955.62	21.08 %
001-513-522-10-41-04	Technical Services - IT Services	450,000.00	450,000.00	25,482.56	212,411.31	237,588.69	47.20 %
001-513-522-10-42-00	Technical Services - Cellular Services	95,000.00	95,000.00	46.72	48,480.50	46,519.50	51.03 %
001-513-522-10-49-04	Technical Services - Software Subscrip...	386,720.00	386,720.00	2,448.87	280,920.46	105,799.54	72.64 %
001-513-522-20-31-02	Technical Services - Radio Supplies	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
001-513-522-20-43-00	Technical Services - Travel	2,500.00	2,500.00	136.00	727.90	1,772.10	29.12 %
001-513-522-20-48-01	Technical Services - Apparatus Repair...	1,714,014.00	1,714,014.00	118,522.56	463,606.51	1,250,407.49	27.05 %
001-513-522-20-48-03	Technical Services - Radios/MDTs Rep...	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00 %
001-513-522-20-49-02	Technical Services - Dues & Subscripti...	75.00	75.00	0.00	90.32	-15.32	120.43 %
001-513-522-45-49-00	Technical Services - Training Registrat...	2,000.00	2,000.00	0.00	2,182.06	-182.06	109.10 %
001-513-522-50-42-01	Technical Services - Telephone Netwo...	155,240.00	155,240.00	10,472.18	71,511.05	83,728.95	46.06 %
001-514-522-20-31-04	Special Ops - Hazmat Supplies	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
001-514-522-20-31-08	Special Ops - Disaster Supplies	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
001-514-522-20-31-09	Special Ops - Rescue Swimmer Suppli...	10,000.00	15,885.00	223.74	4,252.87	11,632.13	26.77 %

Budget Adjustments

Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	5,885.00					
001-514-522-20-31-11		Special Ops - Rescue Tech PPE	6,570.00	6,570.00	0.00	168.32	6,401.68	2.56 %
001-514-522-20-35-01		Special Ops - Wildland Gear	25,000.00	25,000.00	164.63	5,038.05	19,961.95	20.15 %
001-514-522-20-35-02		Special Ops - Hazmat Team Equip. (H...	5,880.00	5,880.00	0.00	913.69	4,966.31	15.54 %
001-514-522-20-35-03		Special Ops - Rescue Swimmer Equip...	14,500.00	14,500.00	500.55	927.89	13,572.11	6.40 %
001-514-522-20-35-04		Special Ops - Tech Rescue Equip.	5,000.00	5,000.00	0.00	155.32	4,844.68	3.11 %
001-514-522-20-43-00		Fire and Emergency Medical Activities	0.00	0.00	0.00	0.00	0.00	0.00 %
001-514-522-20-43-01		Special Ops - Wildland Travel Reimbu...	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
001-514-522-20-45-00		Special Ops - Rentals/Santicans	1,095.00	1,095.00	285.00	525.00	570.00	47.95 %
001-514-522-20-48-13		Special Ops - Equipment Repair	2,500.00	2,500.00	0.00	824.04	1,675.96	32.96 %
001-515-522-30-10-01		Community Relations - Wages	289,500.00	289,500.00	16,180.18	97,990.31	191,509.69	33.85 %
001-515-522-30-10-02		Community Relations - Overtime	22,012.00	22,012.00	646.89	780.62	21,231.38	3.55 %
001-515-522-30-10-03		Community Relations - Leave Sell Back	10,350.00	10,350.00	0.00	0.00	10,350.00	0.00 %
001-515-522-30-20-05		Community Relations - Medical/Dental	67,000.00	67,000.00	2,100.18	12,601.08	54,398.92	18.81 %
001-515-522-30-20-06		Community Relations - Retirement	33,500.00	33,500.00	1,599.53	9,369.50	24,130.50	27.97 %
001-515-522-30-20-07		Community Relations - Disability	750.00	750.00	50.92	305.52	444.48	40.74 %
001-515-522-30-20-08		Community Relations - Medicare	4,700.00	4,700.00	248.25	1,457.68	3,242.32	31.01 %
001-515-522-30-20-09		Community Relations - L&I	1,050.00	1,050.00	22.44	121.86	928.14	11.61 %
001-515-522-30-20-10		Community Relations - VEBA	7,320.00	7,320.00	175.00	1,050.00	6,270.00	14.34 %
001-515-522-30-20-13		Community Relations - Deferred Comp	5,500.00	5,500.00	293.40	1,760.40	3,739.60	32.01 %
001-515-522-30-20-14		Community Relations - AD&D	1,800.00	1,800.00	148.20	148.20	1,651.80	8.23 %
001-515-522-30-20-15		Community Relations - Paid Family &...	710.00	710.00	36.66	215.23	494.77	30.31 %
001-515-522-30-31-01		Community Relations - Operating Sup...	32,000.00	32,000.00	1,345.30	8,420.15	23,579.85	26.31 %
001-515-522-30-31-02		Community Relations - First Aid/CPR ...	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00 %
001-515-522-30-35-00		Community Relations - Small Tools/M...	10,000.00	10,000.00	0.00	2,259.93	7,740.07	22.60 %

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
001-515-522-30-41-00	Community Relations - Professional S...	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
001-515-522-30-42-01	Community Relations - Postage/Shipp...	56,500.00	56,500.00	0.00	21,863.99	34,636.01	38.70 %
001-515-522-30-43-00	Community Relations - Travel	3,000.00	3,000.00	0.00	403.20	2,596.80	13.44 %
001-515-522-30-48-00	Community Relations - Repair & Main...	2,000.00	2,000.00	0.00	36.98	1,963.02	1.85 %
001-515-522-30-49-01	Community Relations - Printing & Bin...	42,000.00	42,000.00	0.00	22,042.56	19,957.44	52.48 %
001-515-522-30-49-02	Community Relations - Dues & Subscr...	2,200.00	2,200.00	0.00	0.00	2,200.00	0.00 %
001-515-522-30-49-04	Community Relations - Software Lice...	4,850.00	4,850.00	0.00	265.14	4,584.86	5.47 %
001-515-522-30-49-06	Community Relations - Other Miscell...	1,000.00	1,000.00	0.00	22.23	977.77	2.22 %
001-515-522-45-49-02	Community Relations - Training Regist...	5,600.00	5,600.00	0.00	0.00	5,600.00	0.00 %
001-516-522-30-31-00	Strategic Analysis - Operating Supplie...	3,700.00	3,700.00	0.00	0.00	3,700.00	0.00 %
001-516-522-30-35-00	Strategic Analysis - Small Tools/Mino ...	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
001-516-522-30-41-00	Strategic Analysis - Professional Servi...	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
001-516-522-30-43-00	Strategic Analysis - Travel	69,660.00	69,660.00	311.90	36,725.27	32,934.73	52.72 %
001-516-522-30-49-02	Strategic Analysis - Dues & Subscripti...	2,010.00	2,010.00	0.00	0.00	2,010.00	0.00 %
001-516-522-30-49-04	Strategic Analysis - Software Subscript...	76,856.00	76,856.00	1,770.22	39,354.34	37,501.66	51.21 %
001-516-522-45-49-02	Strategic Analysis - Training Registrati...	13,100.00	13,100.00	650.00	1,747.91	11,352.09	13.34 %
	Expense Total:	78,825,876.00	78,831,761.00	7,715,688.40	32,569,422.69	46,262,338.31	41.32%
	Fund: 001 - General Fund Surplus (Deficit):	-7,655,180.00	-7,661,065.00	-564,702.08	10,162,328.66	17,823,393.66	-132.65%
Fund: 002 - Retirement Reserve							
Revenue							
002-361-10-00-00	Investment Interest	30,000.00	30,000.00	21,771.44	113,203.39	83,203.39	377.34 %
002-397-00-00-00	Interfund Transfers In	1,975,500.00	1,975,500.00	493,875.00	987,750.00	-987,750.00	50.00 %
	Revenue Total:	2,005,500.00	2,005,500.00	515,646.44	1,100,953.39	-904,546.61	54.90%
Expense							
002-512-522-20-10-01	Non-Departmental - Retirement Wag...	0.00	0.00	0.00	0.00	0.00	0.00 %
002-512-522-20-10-05	Non-Departmental - Leave Accrual Bu...	329,000.00	329,000.00	23,760.01	23,760.01	305,239.99	7.22 %
002-512-522-20-20-06	Non-Departmental - Retirement LEOFF	0.00	0.00	0.00	0.00	0.00	0.00 %
002-512-522-20-20-15	Non Departmental - Paid Family & M...	0.00	0.00	0.00	0.00	0.00	0.00 %
002-512-522-30-20-05	Non-Departmental - Retirement Medi...	405,600.00	405,600.00	24,448.72	133,718.09	271,881.91	32.97 %
002-512-522-30-20-08	Non Departmental - Retirement Medi...	0.00	0.00	19.03	103.18	-103.18	0.00 %
002-512-522-30-20-10	Non Departmental - Retirement VEBA	0.00	0.00	0.00	166.67	-166.67	0.00 %
	Expense Total:	734,600.00	734,600.00	48,227.76	157,747.95	576,852.05	21.47%
	Fund: 002 - Retirement Reserve Surplus (Deficit):	1,270,900.00	1,270,900.00	467,418.68	943,205.44	-327,694.56	74.22%
Fund: 003 - Emergency Reserve							
Revenue							
003-361-10-00-00	Investment Interest	50,000.00	50,000.00	29,025.34	161,916.60	111,916.60	323.83 %
003-397-00-00-00	Interfund Transfers In	420,000.00	420,000.00	105,000.00	210,000.00	-210,000.00	50.00 %
	Revenue Total:	470,000.00	470,000.00	134,025.34	371,916.60	-98,083.40	79.13%
	Fund: 003 - Emergency Reserve Total:	470,000.00	470,000.00	134,025.34	371,916.60	-98,083.40	79.13%
Fund: 050 - Shop - Expense							
Revenue							
050-344-30-00-00	Charges for Services - External	506,000.00	506,000.00	50,759.22	238,335.84	-267,664.16	47.10 %
050-348-00-00-00	Charges for Services - Internal	1,519,600.00	1,519,600.00	144,242.34	612,723.99	-906,876.01	40.32 %
050-361-10-00-00	Investment Interest	2,500.00	2,500.00	1,416.53	11,965.25	9,465.25	478.61 %
050-369-10-00-00	Shop - Sale of Scrap	0.00	0.00	0.00	0.00	0.00	0.00 %
050-369-90-00-00	Refunds & Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00 %
050-369-91-00-00	Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00 %
050-397-00-00-15	Transfer In from shop LBO	0.00	0.00	0.00	0.00	0.00	0.00 %
050-397-00-00-25	Transfer In From Shop Capital	0.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	2,028,100.00	2,028,100.00	196,418.09	863,025.08	-1,165,074.92	42.55%
Expense							
050-511-522-45-49-01	Shop - Training	6,200.00	6,200.00	227.56	1,958.29	4,241.71	31.59 %
050-511-522-60-10-01	Shop - Regular Wages	850,000.00	850,000.00	65,362.98	393,582.83	456,417.17	46.30 %
050-511-522-60-10-02	Shop - Overtime	1,800.00	1,800.00	40.42	6,865.56	-5,065.56	381.42 %
050-511-522-60-10-03	Shop - Leave Sell Back	0.00	0.00	0.00	283.20	-283.20	0.00 %
050-511-522-60-10-04	Shop - Comp	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
050-511-522-60-20-05	Shop - Medical/Dental	222,000.00	222,000.00	15,222.98	91,337.88	130,662.12	41.14 %
050-511-522-60-20-06	Shop - Retirement	88,500.00	88,500.00	6,807.63	41,414.35	47,085.65	46.80 %
050-511-522-60-20-07	Shop - Disability	8,200.00	8,200.00	589.79	3,538.74	4,661.26	43.16 %
050-511-522-60-20-08	Shop - Medicare	12,400.00	12,400.00	985.74	5,993.79	6,406.21	48.34 %
050-511-522-60-20-09	Shop - L&I	24,900.00	24,900.00	1,039.21	5,989.38	18,910.62	24.05 %
050-511-522-60-20-10	Shop - VEBA	0.00	0.00	0.00	0.00	0.00	0.00 %
050-511-522-60-20-13	Shop - Deferred Comp.	16,600.00	16,600.00	2,459.96	14,759.76	1,840.24	88.91 %
050-511-522-60-20-14	Shop - AD&D	1,800.00	1,800.00	2,599.50	2,599.50	-799.50	144.42 %
050-511-522-60-20-15	Shop - Paid Family & Medical Leave	1,860.00	1,860.00	142.52	868.25	991.75	46.68 %
050-511-522-60-31-01	Shop - Uniforms & Protective eqpt.	2,800.00	2,800.00	0.00	388.78	2,411.22	13.89 %
050-511-522-60-31-02	Shop - Vehicle Supplies	5,000.00	5,000.00	0.00	5,605.99	-605.99	112.12 %
050-511-522-60-31-03	Shop - Office Supplies	1,000.00	1,000.00	0.00	263.48	736.52	26.35 %
050-511-522-60-31-04	Shop - Hydration Supplies	500.00	500.00	59.42	323.75	176.25	64.75 %
050-511-522-60-31-05	Shop - Shop Supplies	10,000.00	10,000.00	947.14	4,447.69	5,552.31	44.48 %
050-511-522-60-32-00	Shop - Fuel	4,800.00	4,800.00	233.53	2,016.74	2,783.26	42.02 %
050-511-522-60-34-01	Shop - Parts Inventory- Other Agencies	510,000.00	510,000.00	53,921.46	314,893.86	195,106.14	61.74 %
050-511-522-60-35-00	Shop - Small Tools & Equipment	8,000.00	8,000.00	18.67	3,403.48	4,596.52	42.54 %
050-511-522-60-35-01	Shop - Tool Allowance	5,000.00	5,000.00	0.00	4,500.00	500.00	90.00 %
050-511-522-60-41-02	Shop - Professional Svs - Engine Analy...	4,400.00	4,400.00	0.00	0.00	4,400.00	0.00 %
050-511-522-60-41-03	Shop - Professional Services - Hazmat...	2,000.00	2,000.00	0.00	241.17	1,758.83	12.06 %
050-511-522-60-41-04	Shop - Laundry	5,200.00	5,200.00	320.52	2,080.60	3,119.40	40.01 %
050-511-522-60-41-05	Shop - Vehicle Damage	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
050-511-522-60-41-06	Shop - Drug & Alcohol Testing	500.00	500.00	0.00	162.00	338.00	32.40 %
050-511-522-60-41-07	Shop - Computer Services	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
050-511-522-60-41-08	Shop - Software Maint. Fees	23,000.00	23,000.00	0.00	12,841.37	10,158.63	55.83 %
050-511-522-60-41-10	Shop - Professional Services - Misc.	1,000.00	1,000.00	0.00	359.40	640.60	35.94 %
050-511-522-60-41-11	Shop - Professional Services - Occupat...	1,000.00	1,000.00	189.91	189.91	810.09	18.99 %
050-511-522-60-42-00	Shop - Communications	3,500.00	3,500.00	0.00	1,009.70	2,490.30	28.85 %
050-511-522-60-43-00	Shop - Travel	2,365.00	2,365.00	448.00	541.81	1,823.19	22.91 %
050-511-522-60-44-00	Shop - Advertising	500.00	500.00	0.00	0.00	500.00	0.00 %
050-511-522-60-45-00	Shop - Rental - Copier Expense	500.00	500.00	0.00	0.00	500.00	0.00 %
050-511-522-60-47-01	Shop - Utilities	0.00	0.00	0.00	0.00	0.00	0.00 %
050-511-522-60-48-01	Shop - Repair & Maintenance- Tools &...	2,000.00	2,000.00	2,429.78	5,773.62	-3,773.62	288.68 %
050-511-522-60-49-01	Shop - Dues	150.00	150.00	0.00	0.00	150.00	0.00 %
050-511-522-60-49-04	Shop - Other Misc.	300.00	300.00	0.00	200.00	100.00	66.67 %
050-511-586-60-49-01	Shop - Excise Tax	0.00	0.00	0.00	0.00	0.00	0.00 %
050-511-597-00-00-00	Shop - Interfund Transfers to Shop fu...	250,000.00	250,000.00	62,500.00	125,000.00	125,000.00	50.00 %
050-511-597-00-00-01	Shop - Interfund Transfers to General...	99,910.00	99,910.00	24,977.50	49,955.00	49,955.00	50.00 %
	Expense Total:	2,179,685.00	2,179,685.00	241,524.22	1,103,389.88	1,076,295.12	50.62%
	Fund: 050 - Shop - Expense Surplus (Deficit):	-151,585.00	-151,585.00	-45,106.13	-240,364.80	-88,779.80	158.57%
Fund: 051 - Shop - Reserve							
Revenue							
051-361-10-00-00	Investment Interest	500.00	500.00	638.72	3,305.45	2,805.45	661.09 %
051-369-50-00-00	Carry Over - Other Distirct	0.00	0.00	0.00	0.00	0.00	0.00 %
051-397-00-00-00	Interfund Transfers In	50,000.00	50,000.00	12,500.00	25,000.00	-25,000.00	50.00 %
	Revenue Total:	50,500.00	50,500.00	13,138.72	28,305.45	-22,194.55	56.05%
Expense							
051-511-522-60-10-03	Shop - Leave Accrual Buy-Out	0.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	0.00	0.00	0.00	0.00	0.00	0.00%
	Fund: 051 - Shop - Reserve Surplus (Deficit):	50,500.00	50,500.00	13,138.72	28,305.45	-22,194.55	56.05%
Fund: 052 - Shop - Capital							
Revenue							
052-361-10-00-00	Investment Interest	2,000.00	2,000.00	2,106.04	10,796.90	8,796.90	539.85 %
052-369-50-00-00	Carry Over - Other Distirct	0.00	0.00	0.00	0.00	0.00	0.00 %
052-397-00-00-00	Interfund Transfers In	200,000.00	200,000.00	50,000.00	100,000.00	-100,000.00	50.00 %
	Revenue Total:	202,000.00	202,000.00	52,106.04	110,796.90	-91,203.10	54.85%

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

Expense		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
052-511-594-00-64-00	Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	0.00	0.00	0.00	0.00	0.00	0.00%
	Fund: 052 - Shop - Capital Surplus (Deficit):	202,000.00	202,000.00	52,106.04	110,796.90	-91,203.10	54.85%

Fund: 200 - Bond

Revenue							
200-311-10-00-00	Regular Property Taxes	0.00	0.00	9.65	850.67	850.67	0.00 %
200-361-10-00-00	Investment Interest	500.00	500.00	659.55	2,556.01	2,056.01	511.20 %
200-397-00-00-00	Transfers-In	514,655.00	514,655.00	128,663.75	257,327.50	-257,327.50	50.00 %
	Revenue Total:	515,155.00	515,155.00	129,332.95	260,734.18	-254,420.82	50.61%

Expense

200-507-591-22-71-01	Facilities - Principal Station Improvem...	0.00	0.00	0.00	0.00	0.00	0.00 %
200-507-591-22-71-02	Facilities - Principal Admin Bldg. Bonds	157,000.00	157,000.00	0.00	0.00	157,000.00	0.00 %
200-507-591-89-71-02	Facilities - Principal Station 33 Bonds	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00 %
200-507-592-22-83-01	Facilities - Interest Station Improvem...	0.00	0.00	0.00	0.00	0.00	0.00 %
200-507-592-89-83-02	Facilities - Interest Station 33 Bonds	121,625.00	121,625.00	60,812.50	60,812.50	60,812.50	50.00 %
200-507-592-89-83-03	Facilities - Interest Admin. Bldg. Bonds	36,030.00	36,030.00	18,014.80	18,014.80	18,015.20	50.00 %
200-512-522-10-41-01	Non-Dept. - County Refund Interest - ...	5.00	5.00	0.00	0.00	5.00	0.00 %
200-512-522-22-00-00	Non-Departmental - Bond Fee	0.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	514,660.00	514,660.00	78,827.30	78,827.30	435,832.70	15.32%
	Fund: 200 - Bond Surplus (Deficit):	495.00	495.00	50,505.65	181,906.88	181,411.88	36,748.86%

Fund: 201 - Voted Bonds

Revenue							
201-311-10-00-00	Regular Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00 %
201-361-10-00-00	Investment Interest	0.00	0.00	37.92	222.99	222.99	0.00 %
201-369-50-00-00	Carry Over - Other Distirct	0.00	0.00	0.00	0.00	0.00	0.00 %
201-397-00-00-03	Transfer in from Construction fund	0.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	0.00	0.00	37.92	222.99	222.99	0.00%

Expense

201-512-589-10-41-01	Non-Dept. - County Refund Interest - ...	0.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	0.00	0.00	0.00	0.00	0.00	0.00%
	Fund: 201 - Voted Bonds Surplus (Deficit):	0.00	0.00	37.92	222.99	222.99	0.00%

Fund: 300 - Construction

Revenue							
300-361-10-00-00	Investment Interest	45,000.00	45,000.00	67,071.33	359,810.11	314,810.11	799.58 %
300-362-40-00-00	Property Rent	19,400.00	19,400.00	3,975.00	15,900.00	-3,500.00	81.96 %
300-362-40-00-01	Tower Rent	82,000.00	82,000.00	6,315.60	46,711.17	-35,288.83	56.96 %
300-362-40-00-02	Admin. Bldg. Rent	266,082.00	266,082.00	22,173.44	155,214.08	-110,867.92	58.33 %
300-369-91-00-01	Admin Bldg. Utility Reimbursements	23,000.00	23,000.00	4,878.63	13,245.05	-9,754.95	57.59 %
300-369-91-00-02	Refunds & Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00 %
300-395-10-00-00	Proceeds from Sale of Capital Asset (S...	58,020.00	58,020.00	0.00	58,019.75	-0.25	100.00 %
300-397-00-00-00	Interfund Transfers In	6,350,000.00	6,350,000.00	1,587,500.00	3,175,000.00	-3,175,000.00	50.00 %
	Revenue Total:	6,843,502.00	6,843,502.00	1,691,914.00	3,823,900.16	-3,019,601.84	55.88%

Expense

300-507-522-50-41-00	Admin Building - Professional Services	0.00	0.00	5,017.15	21,680.89	-21,680.89	0.00 %
300-507-522-50-47-00	Logistics - Admin Bldg. Utilities	26,910.00	26,910.00	2,644.52	18,236.71	8,673.29	67.77 %
300-507-522-50-48-00	Logistics - Admin Bldg. Maintenance	148,000.00	148,000.00	940.08	3,158.06	144,841.94	2.13 %
300-507-522-50-49-00	Misc Expenses	0.00	0.00	0.00	0.00	0.00	0.00 %
300-507-594-50-62-00	Logistics - New Construction	6,000,000.00	6,000,000.00	31,190.53	130,288.76	5,869,711.24	2.17 %
300-507-594-50-62-08	Logistics - Other Projects	0.00	0.00	0.00	3,056.81	-3,056.81	0.00 %
300-507-594-50-62-31	Logistics - Station Improvements - 31	744,296.00	744,296.00	0.00	19,653.71	724,642.29	2.64 %
300-507-594-50-62-32	Logistics - Station Improvements - 32	0.00	206,054.00	0.00	18,783.90	187,270.10	9.12 %

Budget Adjustments

Number	Date	Description	Adjustment
2023-1	04/13/2023	Budget Amendment #1	206,054.00

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used	
300-507-594-50-62-71	Logistics - Station Improvements - 71	18,293.00	98,293.00	0.00	6,993.45	91,299.55	7.11 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	80,000.00					
300-507-594-50-62-72	Logistics - Station Improvements - 72	105,992.00	105,992.00	4,069.68	4,069.68	101,922.32	3.84 %	
300-507-594-50-62-74	Logistics Building	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %	
300-507-594-50-62-77	Logistics - Station Improvements - 77	0.00	66,964.00	0.00	0.00	66,964.00	0.00 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	66,964.00					
300-507-594-50-62-81	Logistics - Station Improvements - 81	43,028.00	43,028.00	0.00	0.00	43,028.00	0.00 %	
300-507-594-50-62-82	Logistics - Station Improvements - 82	0.00	256,841.00	0.00	0.00	256,841.00	0.00 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	256,841.00					
300-507-594-50-62-83	Logistics - Station Improvements - 83	0.00	49,073.00	0.00	23,570.59	25,502.41	48.03 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	49,073.00					
300-507-594-50-63-00	Logistics - Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00 %	
		Expense Total:	7,136,519.00	7,795,451.00	43,861.96	249,492.56	7,545,958.44	3.20%
		Fund: 300 - Construction Surplus (Deficit):	-293,017.00	-951,949.00	1,648,052.04	3,574,407.60	4,526,356.60	-375.48%
Fund: 301 - Apparatus Fund								
Revenue								
301-361-10-00-00	Investment Interest	30,000.00	30,000.00	31,647.77	169,727.88	139,727.88	565.76 %	
301-369-10-00-00	Sale of Surplus	0.00	0.00	0.00	0.00	0.00	0.00 %	
301-397-00-00-00	Interfund Transfers In	2,560,000.00	2,560,000.00	640,000.00	1,280,000.00	-1,280,000.00	50.00 %	
		Revenue Total:	2,590,000.00	2,590,000.00	671,647.77	1,449,727.88	-1,140,272.12	55.97%
Expense								
301-502-594-10-64-01	Admin - Capital Outlay Apparatus	173,386.00	237,574.00	0.00	79,279.75	158,294.25	33.37 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	64,188.00					
301-504-594-22-64-02	Suppression - Capital Outlay - Appara...	4,658,947.00	4,709,047.00	0.00	1,664,477.36	3,044,569.64	35.35 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	50,100.00					
301-504-594-22-75-02	Suppression - Capital Lease Prin. - La...	110,849.00	110,849.00	0.00	110,849.48	-0.48	100.00 %	
301-504-594-22-83-02	Suppression - Capital Lease Int. - Lad...	6,751.00	6,751.00	0.00	6,750.73	0.27	100.00 %	
301-506-594-45-64-01	Training - Capital Outlay - Apparatus	69,002.00	69,002.00	0.00	0.00	69,002.00	0.00 %	
301-507-522-50-35-00	Logistics - Small Tools & Equipment	0.00	0.00	0.00	0.00	0.00	0.00 %	
301-507-594-22-64-02	Logistics - Capital Outlay Apparatus	100,000.00	180,000.00	0.00	61,769.76	118,230.24	34.32 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	80,000.00					
301-509-594-22-64-02	EMS -Capital Outlay - Apparatus	0.00	0.00	0.00	0.00	0.00	0.00 %	
301-509-594-22-64-03	EMS - Capital Outlay - Ambulance	840,000.00	1,225,130.00	0.00	0.00	1,225,130.00	0.00 %	
Budget Adjustments								
Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	385,130.00					

Budget Report

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
301-512-522-10-41-02 Non-Departmental - Misc Banking Fe...	0.00	0.00	0.00	10.00	-10.00	0.00 %
Expense Total:	5,958,935.00	6,538,353.00	0.00	1,923,137.08	4,615,215.92	29.41%
Fund: 301 - Apparatus Fund Surplus (Deficit):	-3,368,935.00	-3,948,353.00	671,647.77	-473,409.20	3,474,943.80	11.99%

Fund: 303 - Equipment Replacement

Revenue

303-331-97-00-00 Federal Direct Grants	0.00	0.00	0.00	0.00	0.00	0.00 %
303-361-10-00-00 Investment Interest	9,000.00	9,000.00	8,134.62	43,401.26	34,401.26	482.24 %
303-369-10-00-00 Sale of Surplus	0.00	0.00	0.00	0.00	0.00	0.00 %
303-369-90-00-00 Refunds and Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00 %
303-397-00-00-00 Interfund Transfers In	1,109,660.00	1,109,660.00	277,415.00	554,830.00	-554,830.00	50.00 %
Revenue Total:	1,118,660.00	1,118,660.00	285,549.62	598,231.26	-520,428.74	53.48%

Expense

303-501-522-10-35-00 Commissioner - Tools and Equipment	5,700.00	5,700.00	0.00	0.00	5,700.00	0.00 %
303-501-594-10-64-00 Commissioner - Capital Outlay	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00 %
303-502-522-10-35-00 Admin - Tools & Equipment	0.00	0.00	0.00	17,448.66	-17,448.66	0.00 %
303-502-522-10-35-01 Admin - Computer Replacements	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00 %
303-502-522-10-35-02 Admin - Monitor & Accessories	25,324.00	25,324.00	0.00	11,348.76	13,975.24	44.81 %
303-502-522-10-35-04 Admin - Misc. Equipment Allowance	29,851.00	29,851.00	0.00	0.00	29,851.00	0.00 %
303-502-594-10-64-01 Admin - Capital Outlay	0.00	68,582.00	1,811.11	43,954.63	24,627.37	64.09 %

Budget Adjustments

Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	68,582.00					
303-504-522-20-35-00		Suppression - Hose	86,664.00	86,664.00	0.00	80,784.55	5,879.45	93.22 %
303-504-522-20-35-04		Suppression - New Bunker Gear	236,446.00	236,446.00	5,746.55	85,550.30	150,895.70	36.18 %
303-504-522-20-35-06		Suppression - Data Modems	0.00	0.00	0.00	0.00	0.00	0.00 %
303-504-591-22-70-00		Suppression - MDT Computers	63,460.00	63,460.00	1,362.52	8,175.12	55,284.88	12.88 %
303-504-594-20-64-00		Suppression - Thermal Imaging Came...	0.00	0.00	0.00	3,136.04	-3,136.04	0.00 %
303-504-594-20-64-13		Suppression - Capital Outlay - Gas M...	0.00	0.00	0.00	9,194.85	-9,194.85	0.00 %
303-504-594-20-64-15		Suppression - Boat Lift & Cover	0.00	0.00	0.00	0.00	0.00	0.00 %
303-505-522-30-35-00		Prevention - GIS Workstation Monitors	0.00	0.00	0.00	0.00	0.00	0.00 %
303-505-594-30-64-00		Prevention - Software	0.00	0.00	0.00	0.00	0.00	0.00 %
303-505-594-30-64-01		Prevention - Knox Secure Devices	40,000.00	40,000.00	0.00	1,667.06	38,332.94	4.17 %
303-505-594-30-64-02		Prevention - GIS Printer	0.00	6,000.00	0.00	0.00	6,000.00	0.00 %

Budget Adjustments

Number	Date	Description	Adjustment					
2023-1	04/13/2023	Budget Amendment #1	6,000.00					
303-506-522-45-35-00		Training - Tools & Equip	2,016.00	2,016.00	0.00	0.00	2,016.00	0.00 %
303-506-594-45-64-00		Training - Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00 %
303-507-522-50-35-00		Logistics - Station Recliners	12,668.00	12,668.00	592.18	6,892.11	5,775.89	54.41 %
303-507-522-50-35-01		Logistics - Station Mattresses and Box...	19,669.00	19,669.00	0.00	726.32	18,942.68	3.69 %
303-507-522-50-35-02		Logistics - Other Equipment	2,681.00	2,681.00	0.00	0.00	2,681.00	0.00 %
303-507-594-50-63-00		Logistics - Station Capital Equipment	60,000.00	60,000.00	0.00	29,130.09	30,869.91	48.55 %
303-509-522-20-35-01		EMS - EPCR Computers	0.00	0.00	0.00	0.00	0.00	0.00 %
303-509-522-20-35-03		EMS - AED's	0.00	0.00	0.00	0.00	0.00	0.00 %
303-509-522-20-35-09		EMS - Dopplers	0.00	0.00	0.00	0.00	0.00	0.00 %
303-509-522-20-35-10		EMS - Ultrasound	0.00	0.00	0.00	0.00	0.00	0.00 %
303-509-591-22-70-00		EMS - MDT Computers	63,460.00	63,460.00	2,025.16	12,150.96	51,309.04	19.15 %
303-509-594-20-64-04		EMS - Capital Outlay Lucas CPR	20,299.00	20,299.00	0.00	0.00	20,299.00	0.00 %
303-509-594-20-64-07		EMS - Video Laryngoscopes	26,225.00	26,225.00	0.00	0.00	26,225.00	0.00 %
303-509-594-20-64-09		EMS - Knox Med Vault	0.00	0.00	0.00	0.00	0.00	0.00 %
303-510-522-20-35-00		Health & Safety - Fitness Equipment	38,569.00	38,569.00	0.00	7,608.21	30,960.79	19.73 %
303-513-522-45-49-00		Technical Services - Software	0.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:			893,032.00	967,614.00	11,537.52	317,767.66	649,846.34	32.84%
Fund: 303 - Equipment Replacement Surplus (Deficit):			225,628.00	151,046.00	274,012.10	280,463.60	129,417.60	185.68%

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 630 - Excise Tax						
Revenue						
630-389-30-00-00						
Excise Tax	20,000.00	20,000.00	672.16	6,435.89	-13,564.11	32.18 %
Revenue Total:	20,000.00	20,000.00	672.16	6,435.89	-13,564.11	32.18%
Expense						
630-512-589-00-00-00						
Excise Tax - Non - Expenditure	20,000.00	20,000.00	672.16	3,133.96	16,866.04	15.67 %
Expense Total:	20,000.00	20,000.00	672.16	3,133.96	16,866.04	15.67%
Fund: 630 - Excise Tax Surplus (Deficit):	0.00	0.00	0.00	3,301.93	3,301.93	0.00%
Report Surplus (Deficit):	-9,249,194.00	-10,568,011.00	2,701,136.05	14,943,082.05	25,511,093.05	-141.40%

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 001 - General Fund						
Revenue	71,170,696.00	71,170,696.00	7,150,986.32	42,731,751.35	-28,438,944.65	60.04%
Expense	78,825,876.00	78,831,761.00	7,715,688.40	32,569,422.69	46,262,338.31	41.32%
Fund: 001 - General Fund Surplus (Deficit):	-7,655,180.00	-7,661,065.00	-564,702.08	10,162,328.66	17,823,393.66	-132.65%
Fund: 002 - Retirement Reserve						
Revenue	2,005,500.00	2,005,500.00	515,646.44	1,100,953.39	-904,546.61	54.90%
Expense	734,600.00	734,600.00	48,227.76	157,747.95	576,852.05	21.47%
Fund: 002 - Retirement Reserve Surplus (Deficit):	1,270,900.00	1,270,900.00	467,418.68	943,205.44	-327,694.56	74.22%
Fund: 003 - Emergency Reserve						
Revenue	470,000.00	470,000.00	134,025.34	371,916.60	-98,083.40	79.13%
Fund: 003 - Emergency Reserve Total:	470,000.00	470,000.00	134,025.34	371,916.60	-98,083.40	79.13%
Fund: 050 - Shop - Expense						
Revenue	2,028,100.00	2,028,100.00	196,418.09	863,025.08	-1,165,074.92	42.55%
Expense	2,179,685.00	2,179,685.00	241,524.22	1,103,389.88	1,076,295.12	50.62%
Fund: 050 - Shop - Expense Surplus (Deficit):	-151,585.00	-151,585.00	-45,106.13	-240,364.80	-88,779.80	158.57%
Fund: 051 - Shop - Reserve						
Revenue	50,500.00	50,500.00	13,138.72	28,305.45	-22,194.55	56.05%
Expense	0.00	0.00	0.00	0.00	0.00	0.00%
Fund: 051 - Shop - Reserve Surplus (Deficit):	50,500.00	50,500.00	13,138.72	28,305.45	-22,194.55	56.05%
Fund: 052 - Shop - Capital						
Revenue	202,000.00	202,000.00	52,106.04	110,796.90	-91,203.10	54.85%
Expense	0.00	0.00	0.00	0.00	0.00	0.00%
Fund: 052 - Shop - Capital Surplus (Deficit):	202,000.00	202,000.00	52,106.04	110,796.90	-91,203.10	54.85%
Fund: 200 - Bond						
Revenue	515,155.00	515,155.00	129,332.95	260,734.18	-254,420.82	50.61%
Expense	514,660.00	514,660.00	78,827.30	78,827.30	435,832.70	15.32%
Fund: 200 - Bond Surplus (Deficit):	495.00	495.00	50,505.65	181,906.88	181,411.88	36,748.86%
Fund: 201 - Voted Bonds						
Revenue	0.00	0.00	37.92	222.99	222.99	0.00%
Expense	0.00	0.00	0.00	0.00	0.00	0.00%
Fund: 201 - Voted Bonds Surplus (Deficit):	0.00	0.00	37.92	222.99	222.99	0.00%
Fund: 300 - Construction						
Revenue	6,843,502.00	6,843,502.00	1,691,914.00	3,823,900.16	-3,019,601.84	55.88%
Expense	7,136,519.00	7,795,451.00	43,861.96	249,492.56	7,545,958.44	3.20%
Fund: 300 - Construction Surplus (Deficit):	-293,017.00	-951,949.00	1,648,052.04	3,574,407.60	4,526,356.60	-375.48%
Fund: 301 - Apparatus Fund						
Revenue	2,590,000.00	2,590,000.00	671,647.77	1,449,727.88	-1,140,272.12	55.97%
Expense	5,958,935.00	6,538,353.00	0.00	1,923,137.08	4,615,215.92	29.41%
Fund: 301 - Apparatus Fund Surplus (Deficit):	-3,368,935.00	-3,948,353.00	671,647.77	-473,409.20	3,474,943.80	11.99%
Fund: 303 - Equipment Replacement						
Revenue	1,118,660.00	1,118,660.00	285,549.62	598,231.26	-520,428.74	53.48%
Expense	893,032.00	967,614.00	11,537.52	317,767.66	649,846.34	32.84%
Fund: 303 - Equipment Replacement Surplus (Deficit):	225,628.00	151,046.00	274,012.10	280,463.60	129,417.60	185.68%
Fund: 630 - Excise Tax						
Revenue	20,000.00	20,000.00	672.16	6,435.89	-13,564.11	32.18%
Expense	20,000.00	20,000.00	672.16	3,133.96	16,866.04	15.67%
Fund: 630 - Excise Tax Surplus (Deficit):	0.00	0.00	0.00	3,301.93	3,301.93	0.00%
Report Surplus (Deficit):	-9,249,194.00	-10,568,011.00	2,701,136.05	14,943,082.05	25,511,093.05	-141.40%

Budget Report

For Fiscal: 2023 Period Ending: 06/30/2023

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
001 - General Fund	-7,655,180.00	-7,661,065.00	-564,702.08	10,162,328.66	17,823,393.66
002 - Retirement Reserve	1,270,900.00	1,270,900.00	467,418.68	943,205.44	-327,694.56
003 - Emergency Reserve	470,000.00	470,000.00	134,025.34	371,916.60	-98,083.40
050 - Shop - Expense	-151,585.00	-151,585.00	-45,106.13	-240,364.80	-88,779.80
051 - Shop - Reserve	50,500.00	50,500.00	13,138.72	28,305.45	-22,194.55
052 - Shop - Capital	202,000.00	202,000.00	52,106.04	110,796.90	-91,203.10
200 - Bond	495.00	495.00	50,505.65	181,906.88	181,411.88
201 - Voted Bonds	0.00	0.00	37.92	222.99	222.99
300 - Construction	-293,017.00	-951,949.00	1,648,052.04	3,574,407.60	4,526,356.60
301 - Apparatus Fund	-3,368,935.00	-3,948,353.00	671,647.77	-473,409.20	3,474,943.80
303 - Equipment Replacement	225,628.00	151,046.00	274,012.10	280,463.60	129,417.60
630 - Excise Tax	0.00	0.00	0.00	3,301.93	3,301.93
Report Surplus (Deficit):	-9,249,194.00	-10,568,011.00	2,701,136.05	14,943,082.05	25,511,093.05

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding establishes the terms and conditions of Snohomish Regional Fire and Rescue “SRFR” as the sponsor of Paradise Valley Community Association a Washington Non-Profit Corporations status as a Community Emergency Response Team “CERT.”

RECITALS

1. CERT is a Washington Nonprofit corporation organized exclusive for charitable and educational purposes under Section 501(c)(3) of the IRS code that is registered with FEMA as a Community Emergency Response Team.
2. SRFR is a municipal fire protection district organized and operating under the authority of Title 52 RCW with the authority to provide fire protection, emergency medical services and protect life and property.
3. SRFR works cooperatively with the Snohomish County Office of Emergency Management and other county, regional and state organizations in planning for and responding to community emergencies.
4. SRFR has determined that having an active and supported Community Emergency Response Team operating within its jurisdiction provides a benefit to its citizens.

AGREEMENT

To carry out the purposes of this Agreement and in consideration of the benefits to be received by each party, it is agreed as follows:

1. **Entity Sponsorship.** SRFR agrees to serve as the sponsoring organization for CERT subject to the terms and limitations of this Agreement.
2. **SRFR Obligations.** SRFR agrees to work cooperatively with CERT in the following areas:
 - 2.1. SRFR shall provide, at SRFR’s sole discretion, advanced training opportunities to CERT members.
 - 2.2. SRFR shall work with CERT to coordinate CERT participation in local, regional, state, or federal drills and exercises.
 - 2.3. SRFR shall provide training facilities to CERT at no cost if and when available to include but not be limited to meeting rooms, training rooms and training equipment and facilities.
 - 2.4. SRFR shall provide the use of SRFR apparatus and equipment for small fire training demonstrations and training including but not limited to the use of fire extinguishers and fire hydrants.
 - 2.5. SRFR shall confirm CERT deployments when authorized by the County, State or Federal Government.
 - 2.6. SRFR shall not serve as a fiscal agent for CERT and shall not be responsible for CERT finances, grant management or compliance with any local, state or federal tax reporting.

2.7.SRFR shall not provide workers compensation coverage for CERT members when training or deployed.

2.8.SRFR shall not provide liability protection or insurance for CERT members or activities.

3. CERT Obligations. CERT agrees to perform the following obligations:

3.1. CERT shall provide an approved CERT Trained Instructor to provide the basic training needed for CERT members to qualify under applicable FEMA requirements.

3.2. Ensure proper documentation, reporting and collection of CERT volunteer hours and activities.

3.3. Ensure that CERT trained volunteers deploy only under the direction of an authorized agency and that SRFR has confirmed the deployment.

3.4. Sign and submit this Memorandum of Understanding (MOU) with Washington State and FEMA if and when necessary.

3.5. Submit monthly CERT reports to SRFR and to Snohomish County Department of Emergency Management for data collection purposes to capture CERT volunteer hours and activities, such as preparedness outreach and education, trainings, exercises, meetings, community service, drills and/or deployments.

3.6. Register CERT's Program information on the FEMA website and update yearly.

3.7. Ensure that equipment, supplies or other materials are distributed only to those who complete the required trainings and ensure that such items are used appropriately.

3.8. Submit CERT Class Graduate Roster to SRFR and Snohomish DEM upon completion of required training.

3.9. Apply for and manage FEMA Grants and manage all CERT finances and tax reporting requirements.

4. **Term.** This Agreement shall be effective on _____, 20__ and shall remain in place until such time as either party provides the other party with 30 days advance written notice of its intent to terminate the Agreement.

5. **Consideration.** No monetary consideration is being exchanged under this Agreement. The benefit to SRFR is the benefit of having trained community emergency responders available to assist the community during major emergencies.

6. **Indemnification/Hold Harmless.** CERT shall defend, indemnify and hold SRFR, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement and CERT's operations, except for injuries and damages caused by the sole negligence of SRFR. However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the CERT and the SRFR, its officers, officials, employees, and volunteers, the

CERT’s liability hereunder shall be only to the extent of CERT’s negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes CERTS’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

- 7. **Liability Insurance.** Each party shall carry maintain liability insurance, in amounts satisfactory to the other party, insuring against any claims for personal injuries and third party property damage arising out of the operation of CERT.
- 8. **Resolution of Disputes and Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If the parties are unable to settle any dispute, difference, or claim arising from the parties’ performance of this Agreement, the exclusive means of resolving that dispute, difference, or claim, shall only be by filing suit exclusively under the venue, rules, and jurisdiction of the Snohomish County Superior Court, Snohomish County, Washington, unless the parties agree in writing to an alternative dispute resolution process. In any claim or lawsuit arising from the parties' performance of this Agreement, each party shall pay all its own legal costs and attorneys’ fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the parties’ right to indemnification under this Agreement.
- 9. **Benefits.** This Agreement is entered into for the benefit of the parties to this Agreement only and shall confer no benefits, direct or implied, on any third persons.
- 10. **Entire Agreement/Modification.** This Agreement represents the entire agreement of the Parties with respect to the subject matter hereof and supersedes all prior negotiations or discussions with respect thereto. This Agreement may be amended or modified by written instrument signed by the Parties.

Snohomish Regional Fire and Rescue

Paradise Valley Community Association

By: _____

By: _____

DATE: _____

DATE: _____



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

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

Initiative Name:	Power Load Purchase
Executive member responsible for guiding the initiative: The RAB Champion	DC V. Read
Type of Action:	<input checked="" type="checkbox"/> Simple Motion <input type="checkbox"/> Resolution
Initiative Description:	SRFR recently sent two transporting units for remount at Braun. During the walkthrough, it was noted that unit M2302 was without a Power Load. A Power Load is an essential part of the patient loading system designed by Stryker and is used for mechanically loading the patient into transporting units and holding them securely. Our other transport units have this device. Braun has already prepped the unit for installation and members from our Shop can complete the installation once the Power Load arrives. The Power Load will be purchased using the funding reserved for the Medicare Transformation Grant.
<ul style="list-style-type: none"> • Brief Description • Goal of Initiative • Initiative Results (deliverables) • Connection to Strategic Plan • Supporting Documentation (attach) <ul style="list-style-type: none"> ○ Scope of work ○ Contract(s) ○ Project proposal(s) ○ Presentation(s) • Reason RAB must be approved outside of the annual budget process 	<p>The RAB must be approved outside of the annual budget process because the newly remounted unit is incapable of transporting patients until the Power Load is installed.</p>
Financial Impact:	Expense: <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/> N/A Revenue: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> N/A Total amount of initiative (attach amount breakdown if applicable): \$ \$ 30,199.83 Initial amount: \$ \$ 30,199.83 Long-term annual amounts(s): \$ NA Currently Budgeted: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount: \$ Budget Amendment Needed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$ 30,199.83 <ul style="list-style-type: none"> • If yes: Fund(s)/line item(s) to be amended: 301.509.594.22.64.03 (Funding reserved for the Medicare Transformation Grant)
Risk Assessment:	Risk if approved: No known risk.

Risk if not approved: The transporting unit will not be able to function as designed. It is currently awaiting installation behind Station 31. Without the Power Load, the patient cannot be loaded or secured inside the transporting unit.

Legal Review:

- Initiative conforms with District policy/procedure number (attach):
- Initiatives that require legal review (contracts, other initiatives):
- Contracts
 - Has been reviewed and approved by legal
 - Includes all costs
 - Includes term
 - Includes 'do not exceed' language
- N/A

Presented to, and Approved by, Senior Staff Yes No**Commissioner Sub-Committee Approval**

Initiative presented to commissioner sub-committee: Yes No

Approved by commissioner sub-committee: Yes No

N/A:

For Fire Chief Approval:

- RAB document complete
- Supporting documentation attached
- Information sent to Fire Chief, Senior Staff, and Board Secretary (Mindy Leber)

Fire Chief will approve and distribute by email to the Board of Commissioners – champion/senior staff will be cc'd on the email distribution

Fire Chief will coordinate with Senior Staff for RAB introduction

Champion: Confirmed email sent to Board by Fire Chief Yes No**Board of Fire Commissioners**

RAB initiatives go through the following process:

1. Senior Staff approval to move forward to a committee/board
2. Initiatives are introduced to the appropriate committee for review
3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item
 - The Executive Staff member assigned to develop the initiative (the RAB Champion) presents initiative to the Board (maximum time for presentation is ten minutes)
4. At a second commissioner meeting, initiatives may be assigned as an action item for approval

Execution:	It is the responsibility of the RAB Champion to execute implementation, processing, and tracking.
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SRFR - 1 x PL

Quote Number: 10742455

Version: 1

Prepared For: SNOHOMISH REG FIRE AND RESCUE

Attn:

Rep: Kyle Howell

Email: kyle.howell@stryker.com

Phone Number: (989) 295-7999

Quote Date: 08/31/2023

Expiration Date: 09/30/2023

Contract Start: 07/19/2023

Contract End: 07/19/2024

Service Rep: Brian Dokka

Email: brian.dokka@stryker.com

Delivery Address

Name: SNOHOMISH REG FIRE AND RESCUE

Account #: 20182883

Address: 163 VILLAGE CT

MONROE

Washington 98272-2173

End User - Shipping

Name: SNOHOMISH REG FIRE AND RESCUE

Account #: 20182883

Address: 163 VILLAGE CT

MONROE

Washington 98272-2173

Bill To Account

Name: SNOHOMISH REG FIRE AND RESCUE

Account #: 20182883

Address: 163 VILLAGE CT

MONROE

Washington 98272-2173

Equipment Products:

#	Product	Description	U/M	Qty	Sell Price	Total
1.0	639005550003	MTS PWLD EXCLUDES FLOOR PLATE	PCE	1	\$27,367.31	\$27,367.31
Equipment Total:						\$27,367.31

Price Totals:

Estimated Sales Tax (9.100%):	\$2,490.43
Freight/Shipping:	\$342.09
Grand Total:	\$30,199.83

Prices: In effect for 30 days

Terms: Net 30 Days



SRFR - 1 x PL

Quote Number: 10742455

Version: 1

Prepared For: SNOHOMISH REG FIRE AND RESCUE

Attn:

Rep: Kyle Howell

Email: kyle.howell@stryker.com

Phone Number: (989) 295-7999

Quote Date: 08/31/2023

Expiration Date: 09/30/2023

Contract Start: 07/19/2023

Contract End: 07/19/2024

Service Rep: Brian Dokka

Email: brian.dokka@stryker.com

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.



NEW BUSINESS

ACTION



SNOHOMISH REGIONAL FIRE AND RESCUE**RESOLUTION NO. 2023-9****RESOLUTION CHANGING REGULAR MEETING**

WHEREAS, RCW 42.30.070 requires that the District's Board of Commissioners establish its regular meeting schedule by Resolution.

WHEREAS, the regular meeting schedule was adopted in Resolution No. 2019-18 and such meetings are generally held on the second and fourth Thursdays of each month at 5:30 pm at Station 31,163 Village Court, Monroe, Washington.

WHEREAS, the Board needs to change Date of the meeting scheduled for October 12, 2023.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Commissioners hereby changes the Date of the meeting scheduled for October 12, 2023, to the following:

Date: October 19, 2023

Time: Begins: 5:30 PM – Ends: 7:30PM

Location: 163 Village Court, Monroe, WA 98272

Adoption. ADOPTED at an open public meeting of the Snohomish Regional Fire and Rescue Board of Commissioners on the 14th day of September, 2023 the following Commissioners being present and voting:



EXECUTIVE SESSION

