



EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS
Regular Meeting Agenda
April 18, 2023
6:00 p.m.

Meetings are conducted in-person with the option of attending virtually.
Meeting Location: 18421 Veterans Memorial Dr. E, Bonney Lake 98391

Please click the link below to join the webinar:
<https://webinar.ringcentral.com/j/1447225284>

Viewers may ask questions at the appropriate time via the chat option available within the application. Statements and or questions may also be emailed to cbyerley@eastpiercefirer.org.

1. CALL TO ORDER – 6:00 PM

2. ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME

- a) Roll Call/ Pledge of Allegiance
- b) Welcome the Public
- c) Honors and Recognition

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- a) Approve Minutes of the March 21st Regular Meeting..... Page 3-6
- b) Treasurer’s Report..... Pages 7-8
- c) Approve Finances..... Pages 9-15
- d) Financial Waiver None
- e) Resolution 1019 Quarterly EMS Write-Offs..... Page 16

5. PRESENTATIONS..... None

6. VISITORS Open to Public Comments

Any individual may request that the Board recognize them to give their comments on items not on the agenda. Please identify yourself and state your address for the record before commenting. Comments/Questions should be submitted via chat feature on webinar or emailed to the District Secretary at cbyerley@eastpiercefirer.org. Please submit copies of any reports, statements, etc. to the District Secretary for the Board via email or mail. The Board may not have the information at hand to address a subject or take action at this time.

7. BOND-2018:

- a) Update - Herrera Pages 17-26

8. CHIEF’S REPORT

- a) Monthly Chiefs Report..... Pages 27-28
- b) Monthly Stats Pages 29-36
- c) Monthly Injury Report..... Page 37

9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

- a) Planning Committee – Wernet Page 38
- b) Finance Committee – Napier..... Page 39
- c) HR Committee –..... None

10. RESOLUTIONS:

- a) Resolution 1020 – Transfer of funds (Project Manager) – Byerley Pages 40-41

11. NEW BUSINESS (*Board Chair will allow for public comments via chat or email*)

- a) Equipment Replacement Request – Parkinson..... Pages 42-43

12. UNFINISHED BUSINESS (*Board Chair will allow for public comments via chat or email*)..... None

13. COMMISSIONER TRAINING/EVENT REQUESTS:

- a) Election Filing Reminder – Byerley None
- b) PCFCA DEI Presentation – Byerley Pages 44-47
- c) WFCA Spring Seminar in Chelan – Byerley Pages 48-50

14. EXECUTIVE SESSION: None

15. COMMISSIONER ACTION/DISCUSSION: None

16. ADJOURN

EVENTS:

- April 27, 2023.....PC Commissioner Meeting
- May 25, 2023.....PC Commissioner Meeting
- June 22, 2023.....PC Commissioner Meeting
- July 27, 2023 PC Commissioners- BBQ/Potluck
- August 24, 2023PC Commissioner Meeting
- September 28, 2023PC Commissioner Meeting
- October 26, 2023PC Commissioners- No Meeting – Annual Conference
- November 16, 2023PC Commissioner Meeting
- December 7, 2023..... PC Commissioners- No Meeting – Annual Awards

**A REGULAR MEETING OF THE
BOARD OF FIRE COMMISSIONERS OF
EAST PIERCE FIRE & RESCUE**

March 21, 2023

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on March 21, 2023, in-person and via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Randy Kroum, Cynthia Wernet, Kevin Garling (virtual), Mike Cathey, Pat McElligott, Deputy Chief Mack, Finance Manager Michelle Hollon (virtual), and District Secretary Corina Byerley.

Commissioners Excused:

Audience: Chief Jon Parkinson, Phil Herrera, Assistant Chief Sandlian, Assistant Chief Jeff Moore

Honors and Recognitions: None

Oath of Office: None

Approval of Agenda:

Commissioner McElligott moved to approve the agenda as presented. The motion was seconded by Commissioner Kroum and carried.

Consent Agenda:

Commissioner Egan moved to approve the consent agenda (minutes of the February 21st Regular meeting; treasurer's report; current expense vouchers 230302001-230302084 in the amount of \$478,991.49; payroll vouchers 230301001-230301010 in the amount of \$418,124.99; and electronic payroll in the amount of \$2,426,057.45; Capital expense vouchers 230303001-230303013 in the amount of \$907,126.67; and special voucher 230205001 in the amount of \$1,500.00). Motion seconded by Commissioner Cathey and carried.

Guest Speaker Presentation: None

VISITOR COMMENTS: None

BOND-2018:

Project Manager: Phil Herrera gave an update on the Capital Facilities Plan.

Station 111: Site excavation work continues. Footings and foundation work continues, upper apparatus bay is completed. West support areas foundation work in progress. Southern admin foundations are completed. Good weather this week is helping with the excavation and grading work. On-site power underground installation almost complete. Jones and Robert continue to make good progress.

Station 112: Civil/site design continues. Estimated May 2023 for permit submittal.

Station 114: Contract with Andy Johnson & Company is in place. The contractor is mobilizing forces. The official notice to precede is set at March 27th.

Station 117: Traffic and right-of-way exit issues are being resolved (Final review in for approval). Site review comments received this week (minor comments on this review). Building package is awaiting intake customer service meeting.

Station 118: Interior painting on west side and interior finishes continue. Sidewalk and curbs are 80% complete. Roadway improvements are underway.

Station 124: No changes.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report (presented by DC Mack) included: an overview of agenda items for the Board workshop in April including the Standard of Cover, Strategic Plan, and financial forecast; reminder of upcoming committee meetings; congratulations to Commissioner McElligott for being elected SS911 Vice Chair; overview of the Pulse Point (VR) Verified Responder program rollout; kickoff event for Wildfire Ready Neighbors program on April 1st @ 10am; and the Financial Operational Assessment conducted by Clark Nuber is underway.

Q1 Standard of Cover Update: Deputy Chief Mack gave an update on the goals outlined in the Standard of Cover. Highlights included progress in goal 2a turnout times (pushed at all levels of the organization, weekly performance reports), goal 2b call processing times (PC Fire Chief Assoc. has adopted as a goal and is gathering data points for assessment), goal 2d implementing risk-based response to target hazards (complete overhaul of response packages, ESZ's, and station orders is underway), and goal 3a (enhance integration of key information systems (regional discussion to create data warehouse as a single hub for all data feeds).

Q1 Strategic Plan Update: Deputy Chief Mack gave an update on the progress made on the goals outlined in the Strategic Plan. Highlights included progress in goal 1 support the wellbeing and development of our team (MSO deployed, officers workshops underway, succession policy, mental health support training, fitness manual published, yoga, cancer prevention training underway, command staff retreat, and unit response benchmarks), goal 2 prepare for a growing population and increasing demand for services (regional recruitment collaboration, key performance indicators and data analytics is complete-benchmarks presented at this meeting, and phase 2 capital projects are being discussed), goal 3 cultivate strong relationships with the communities we serve (community events have resumed and new outreach programs are underway), and goal 4 be a highly efficient organization (financial operational assessment is underway).

Monthly Stats: Call volume and fire incidents that occurred in the month were provided in agenda packet. Discussion included reducing monthly reports to semi-annual reports or when needed.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

Planning Committee: Commissioner Wernet reported on the committees last meeting on 3/3. The committee meeting covered four topics. 1. A construction update by Project Manager Phil Herrera. 2. The committee reviewed final recommendations by staff for response metric benchmarks as a follow-up to the Standard of Cover program. The committee recommends adoption by the Board in March. 3. Monthly stats metrics provided to the Board were reviewed for desired changes. Committee recommends removing metrics charts from the monthly packet and instead publish for semiannual review or as needed. And 4. Preliminary discussion of Phase 2 facilities projects planning. Committee will discuss in detail at the April 7th committee meeting prior to the Board workshop on April 18th.

Finance Committee: None

HR Committee: None

RESOLUTIONS:

Resolution 1015- Authorization to Issue Warrants prior to Board Approval: Finance Manager Michelle Hollon presented to the Board Resolution 1015 requesting to change the designation of the Auditing Officer of the District from the District Secretary to the Finance Manager. Commissioner McElligott moved to approve Resolution 1015 changing the designation of the Auditing Officer of the District to the Finance Manager. The motion was seconded by Commissioner Egan and carried.

Resolution 1016- Surplus Equipment: Assistant Chief Bill Sandlian presented to the Board Resolution 1016 requesting the surplus of miscellaneous personal protective equipment and appliance (refrigerator) as outlined in Appendix A. The items are damaged beyond cost effective to repair or have exceeded the expiration date criteria and are no longer of use to the district. Commissioner McElligott moved to approve Resolution 1016, the surplus of miscellaneous personal protective equipment and one appliance to dispose of, donate, or recycle at the discretion of the Fire Chief. The motion was seconded by Commissioner Cathey and carried.

Resolution 1017- Special Market Conditions: Deputy Chief Mack presented to the Board Resolution 1017 requesting the waiver of competitive bid requirements for the purchase of three staff vehicles as approved in the 2023 Operating Budget due to market conditions. Due to market conditions no vehicles are available for purchase via buyer groups or the WA State government contract. Staff has reviewed options with the district attorney (Eric Quinn). This resolution (approved by Attorney Quinn) declares that special market conditions exist, and East Pierce is not subject to state bid law and will allow staff to purchase directly from an automotive dealer in lieu of the bid process. Commissioner McElligott moved to approve Resolution 1017-Special Market Conditions waiving competitive bid requirements due to market conditions for 2-one-ton trucks and 1-SUV. The motion was seconded by Commissioner Cathey and carried.

Resolution 1018- Cancel of Warrants: Finance Manager Michelle Hollon presented to the Board Resolution 1018 requesting the cancellation of two warrants due to being lost in the mail and uncashed. ISFSI was issued a check for \$1,450.00 for live fire training and Cardinal Health 112, LLC was issued a check in the amount of \$4,737.12 for pharmaceuticals. Both were lost in the mail and not cashed. The total amount to be cancelled is \$6,187.12. Commissioner Kroum moved to Resolution 1018 cancelling warrants 1672392 and 1672370 in the amount of \$6,187.12. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

Response Benchmarks: Deputy Chief Mack presented to the Board recommended response benchmarks as determined by the goals outlined in the Standard of Cover. Commissioner Kroum moved to approve the EPFR Unit and Response Benchmarks as presented. The motion was seconded by Commissioner Cathey and carried.

Station 124 remodel: Deputy Chief Mack presented to the Board a request to update/remodel the interior of Station 124 to prepare for permanent staffing in September of 2023. This will allow staff to create a project scope, solicit bids, and award the bid to the lowest responsible bidder. The remodel maximum expense estimate is \$150,000 plus tax. The Board discussed and recommended increasing the maximum allowable amount for this project to \$250,000 plus tax. Commissioner Egan moved to approve the remodeling project of Station 124 as presented and to authorize the Fire Chief to award the project to the lowest responsible bidder to a maximum of \$250,000 plus tax, funded via the Phase 2 Facilities Reserve. The motion was seconded by Commissioner McElligott and carried.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

Election File Dates Reminder: District Secretary Corina Byerley reminded the Board that the open filing period for those Commissioners running for office this year is May 15-19. No action taken, information only.

PDC Reminder: District Secretary Corina Byerley reminded the Board that PDC filing is due by April 15th. No action taken, information only.

WFCA Spring Seminar in Chelan: District Secretary Corina Byerley provided the Board with information regarding the WFCA Spring Seminar in Chelan on June 3rd. Commissioners McElligott and Cathey expressed interest in attending. No action taken, information only.

EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION: None

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m.

District Secretary Corina Byerley

Chairman Jon Napier/Vice-Chair Ed Egan



EAST PIERCE FIRE & RESCUE

March 2023

for April 18, 2023 Meeting

Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
9 Months Remaining =				75.00%

General Fund (Current Expense)

Net Cash & Investments 12/31/2022 **\$ 13,675,288** Budgeted

Operating Revenues					
	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Property Tax - Current	1,124,304	1,628,923	35,580,911	33,951,988	95.4%
Property Tax - Prior Year/Delinquent	42,528	138,339	-	(138,339)	0.0%
Other Taxes	-	223	18,500	18,277	98.8%
Regular EMS Transport	234,264	785,179	2,800,000	2,014,821	72.0%
GEMT Transport	361,197	1,155,818	3,100,000	1,944,182	62.7%
GEMT Reconciliation	-	-	600,000	600,000	100.0%
Intergovernmental	9,059	168,608	201,375	32,767	16.3%
Tehaleh Mitigation	-	1,050	100,000	98,950	99.0%
Transfers in from Reserves/Capital	-	546,801	5,573,342	5,026,541	90.2%
Other Revenue	309,817	415,718	1,529,770	1,114,052	72.8%
Total Operating Revenues	2,081,169	4,840,659	49,503,898	44,663,239	90.2%

Reserved: Advance Travel & Petty Cash (Imprest Accounts) \$15,100 Not Included

Operating Expenses	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Administration <i>(Comm, Fire Chief, Deputy Chief, Finance, HR)</i>	196,392	670,449	2,901,818	2,231,369	76.9%
Operations <i>(Fire, Training, Volunteers)</i>	2,346,609	7,330,649	30,172,400	22,841,751	75.7%
EMS	277,424	781,690	3,056,911	2,275,221	74.4%
Prevention <i>(Fire Prevention, Pub Ed)</i>	97,033	306,144	1,320,488	1,014,344	76.8%
Logistics <i>(Logistics, Emerg. Mgmt, IT)</i>	289,102	1,129,621	4,793,239	3,663,618	76.4%
Capital <i>(Project Manager)</i>	38,001	567,930	189,716	(378,214)	-199.4%
Reserve Purchases <i>(Equipmt., EMS, Facility)</i>	226,354	972,248	5,383,626	4,411,378	81.9%
Transfers Out	-	-	1,685,700	1,685,700	100.0%
Total Operating Expenses	3,470,916	11,758,732	49,503,898	37,745,166	76.2%
Payroll Clearing Accruals	(26,062)	(22,625)			
Operating Expenses Net of Accruals	3,444,854	11,736,106			
Ending Net Cash & Investments			\$ 6,779,841		

Reserve Fund

Net Cash & Investments 12/31/2022 **\$ 27,075,250** Budgeted

Reserve Balances	Other Revenues	Transfer In	Transfer Out	Balance as of 03/31/23	(Short)/Over
General Reserve				3,190,604	3,529,622
Equipment Reserve				13,444,275	TBD
Facilities Reserve				1,080,403	280,403
Employee Compensation Reserve				840,939	40,939
Capital Facilities Phase 2				10,786,025	Balance
Sale of Tax Title Property					
Investment Interest	118,083				
Current Month Total	118,083		-		
Year to Date Total	\$ 329,961		\$ 485,909	\$ 29,342,245	



EAST PIERCE FIRE & RESCUE

March 2023

for April 18, 2023 Meeting

Capital (Construction) Fund UTGO Bonds 2018	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2022			\$ 15,999,374	Budgeted	
Revenues					
Investment Interest	55,336	166,755	75,000	(91,755)	-122.3%
Total Revenues	55,336	166,755	75,000	(91,755)	-122.3%
Expenses					
Capital Expenditures/Expenses	4,895	4,895	-	(4,895)	0.0%
Capital Purchases-Station 111	667,766	2,649,369	-	(2,649,369)	0.0%
Capital Purchases-Station 112		25,893	-	(25,893)	0.0%
Capital Purchases-Station 114	5,141	82,894	-	(82,894)	0.0%
Capital Purchases-Station 117		60,352	-	(60,352)	0.0%
Capital Purchases-Station 118	229,325	417,989	-	(417,989)	0.0%
Capital Purchases-Station 124	-	-	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr	-	60,892	47,429	(13,463)	-28.4%
Total Expenses	907,127	3,302,285	47,429	(3,254,856)	-6862.6%
Ending Net Cash and Investments			\$ 12,863,844		

Capital (Construction) Fund UTGO Bonds 2022	Current Month	Year to Date	Budget Resolution 1000	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2022			\$ 40,482,068	Budgeted	
Revenues					
Investment Interest	164,147	456,643	1,365,000	908,357	0.0%
Total Revenues	164,147	456,643	1,365,000	908,357	
Expenses					
Capital Purchases	-	-	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr	-	-	142,287	142,287	
Total Expenses	-	-	142,287	-	0.0%
Ending Net Cash and Investments			\$ 40,938,711		



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
4/13/23		PACIFIC OFFICE AUTOMATION	\$787.88
4/13/23	1515	CCT CONSTRUCTION, INC.	\$8,993.60
4/13/23	1428	ABM JANITORIAL SERVICES	\$1,140.71
4/13/23	1519	HONEY BUCKET	\$291.50
4/13/23	1516	CITY OF MILTON	\$798.30
4/13/23	1517	COBALT STORAGE	\$911.00
4/13/23	1518	EDNETICS	\$4,423.45
4/13/23	1429	ADVANCE TRAVEL FUND	\$483.00
4/13/23	1430	ADYE-WHITISH LINDA	\$1,250.00
4/13/23	1520	JONES & ROBERTS CO.	\$632,126.55
4/13/23	1431	AIR EXCHANGE, INC.	\$2,205.23
4/13/23	1524	PIERCE COUNTY SEWER	\$38.57
4/13/23	1435	BARNHART MD PS STEPHEN W	\$4,950.00
4/13/23	1526	ROBERT HALF	\$6,509.80
4/13/23	1521	LINCOLN CONSTRUCTION INC	\$205,078.17
4/13/23	1432	AMERICAN HEART ASSOCIATION	\$4,896.00
4/13/23	1522	MCCLATCHY COMPANY LLC	\$277.14
4/13/23	1433	ART GAMBLIN MOTORS	\$106.62
4/13/23	1523	MOBILE MODULAR	\$1,052.70
4/13/23	1434	ASSOC. OF WA. CITIES	\$2,480.00
4/13/23	1525	RICE FERGUS MILLER ARCHITECTURE	\$103,225.85
4/13/23	1436	BRAUN NORTHWEST, INC	\$907.31
4/13/23	1437	BRITE COMPUTERS	\$52,562.03
4/13/23	1438	CARDINAL HEALTH 112, LLC	\$5,527.09
4/13/23	1527	TRANSPOGROUP	\$4,605.00
4/13/23	1528	US DIGITAL DESIGNS INC	\$5,512.50
4/13/23	1440	CENTURYLINK (035B/376B/785B/786B/442B)	\$75.40
4/13/23	1529	WA STATE DEPT OF ECOLOGY	\$203.01
4/13/23	1441	CHS	\$731.46
4/13/23	1443	CITY OF BONNEY LAKE-REIMB UTILITIES	\$3,885.36
4/13/23	1444	CITY OF PUYALLUP	\$27,435.00
4/13/23	1447	DOCUSIGN INC LOCKBOX	\$2,568.03
4/13/23	1449	EMS TECHNOLOGY SOLUTIONS LLC	\$3,358.57
4/13/23	1451	FIRE PROTECTION INC.	\$1,048.00
4/13/23	1439	CASCADE HEALTHCARE SERVICES LLC	\$200.00
4/13/23	1530	WASHINGTON AUTOMATED	\$1,242.00
4/13/23	1442	CINTAS CORPORATION # 461	\$5,913.14
4/13/23	1445	CLARK NUBER	\$16,048.00

4/13/23	1446	DEPT OF NATURAL RESOURCES	\$438.11
4/13/23	1448	EIGHT TWENTY EIGHT	\$5,000.00
4/13/23	1450	FIDELITY SOLUTIONS	\$339.14
4/13/23	1455	GALLS, LLC	\$696.29
4/13/23	1456	GLADSTONE MIKE	\$347.84
4/13/23	1457	HANEY MELISSA	\$104.78
4/13/23	1452	FREEMAN JASON	\$1,250.00
4/13/23	1453	FREIGHTLINER NORTHWEST	\$1,840.85
4/13/23	1454	FUGATE FORD	\$4,976.17
4/13/23	1462	KANTOLA PRODUCTIONS LP	\$244.41
4/13/23	1464	KIA OF PUYALLUP	\$45,751.87
4/13/23	1467	L & L PRINTING INC	\$367.40
4/13/23	1469	LARRY UPTON PHOTOWORKS	\$550.00
4/13/23	1470	LATHROP ADAM	\$1,581.86
4/13/23	1472	LEVEL ONE SECURITY INC	\$163.95
4/13/23	1473	LIFE ASSIST	\$18,061.17
4/13/23	1458	HEALTHCARE ACTUARIES	\$2,250.00
4/13/23	1459	HUGHES FIRE EQUIPMENT, INC.	\$38,156.32
4/13/23	1460	INTTERRA LLC	\$20,187.36
4/13/23	1461	JAMES OIL CO. INC.	\$18,540.15
4/13/23	1463	KENT D. BRUCE COMPANY	\$240.67
4/13/23	1465	KILLION JENNIFER	\$148.18
4/13/23	1466	KOVACS GABOR	\$1,936.38
4/13/23	1468	L N CURTIS & SONS	\$9,913.56
4/13/23	1471	LES SCHWAB TIRE CENTERS	\$1,172.70
4/13/23	1475	LINDE GAS & EQUIPMENT INC	\$1,488.68
4/13/23	1474	LIFE SCAN WELLNESS CENTERS	\$328.00
4/13/23	1476	LRI - HV TRANSFER STN	\$115.50
4/13/23	1477	MADSEN ELECTRIC	\$1,945.17
4/13/23	1478	MARION WATER CO., INC.	\$105.98
4/13/23	1479	MINUTEMAN PRESS PUYALLUP	\$1,079.18
4/13/23	1485	ODP BUSINESS SOLUTIONS LLC	\$522.88
4/13/23	1487	PC BUDGET & FINANCE DEPT	\$120.00
4/13/23	1489	PIERCE COUNTY SEWER	\$72.22
4/13/23	1491	PUGET SOUND ENERGY	\$8,591.09
4/13/23	1493	QUINN ERIC	\$600.00
4/13/23	1480	MOBILE HEALTH RESOURCES LLC	\$1,409.58
4/13/23	1481	MOTOROLA	\$1,119.69
4/13/23	1482	MUNICIPAL EMERGENCY SERVICES	\$4,726.06
4/13/23	1483	MUSGROVE KAYLA	\$245.00
4/13/23	1484	NORTHWEST SAFETY CLEAN	\$230.07

4/13/23	1488	PHILIPS MEDICAL SYSTEMS	\$2,913.30
4/13/23	1490	PROXY NETWORKS	\$2,510.00
4/13/23	1492	QUADIENT	\$250.00
4/13/23	1494	REHN AND ASSOCIATES	\$25.00
4/13/23	1495	SCHERMERHORN AUBREY	\$311.78
4/13/23	1496	SEAWESTERN	\$87,952.45
4/13/23	1497	SITECRAFTING, INC.	\$198.00
4/13/23	1499	SOUTH SOUND 911	\$140,655.00
4/13/23	1504	TREASURY MANAGEMENT SVCS - US BANK	\$83.08
4/13/23	1505	ULINE, INC.	\$396.61
4/13/23	1498	SNIDER PETROLEUM	\$2,951.82
4/13/23	1500	SUMMIT LAW GROUP PLLC	\$234.00
4/13/23	1501	SUNSET FORD	\$8,703.19
4/13/23	1502	SYSTEMS DESIGN WEST LLC	\$12,995.29
4/13/23	1503	TOWN OF SOUTH PRAIRIE	\$10,091.35
4/13/23	1506	UNDERWATER SPORTS, INC	\$1,035.92
4/13/23	1507	US BANK	\$76,150.38
4/13/23	1508	UW VALLEY MEDICAL CENTER	\$78.00
4/13/23	1509	VALVOLINE LLC	\$511.31
4/13/23	1510	VINK	\$200.00
4/13/23	1511	WASHINGTON AUDIOLOGY SERVICES INC	\$8,737.05
4/13/23	1512	WCIF-Life/Dental/EAP	\$22,344.37
4/13/23	1513	WEST COAST POWER-VAC LLC	\$8,095.60
4/13/23	1514	WORLEY JOSEPH	\$500.23
4/13/23	1737	AFLAC	\$485.49
4/13/23	1739	EMPLOYMENT SECURITY DEPT.	\$35,390.26
4/13/23	1738	DIMARTINO ASSOCIATES (WSCFF)	\$19,694.60
4/13/23	1740	EMPLOYMENT SECURITY-PFML	\$51,175.78
4/13/23	1741	GET PROGRAM	\$781.00
4/13/23	1742	IAFF - FIREPAC	\$647.00
4/13/23	1746	WCIF-Life/Dental/EAP	\$979.33
4/13/23	1748	WSCFF - FASTPAC	\$440.50
4/13/23	1749	WSCFF-Medical Expense Reimbursement Plan	\$28,363.21
4/13/23	1743	LABOR & INDUSTRIES	\$251,968.85
4/13/23	1744	LEOFF HEALTH & WELFARE TRUST	\$358,052.13
4/13/23	1745	TACOMA-PIERCE CO CHAPLAINCY	\$566.50
4/13/23	1747	WCIF-Met Life	\$224.21
Payment Count: 116			Total Amount: <u>\$2,447,498.82</u>

Payment Count: 116
Payment Total: \$2,447,498.82

CERTIFICATION

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ Date	_____ Authorized District Official Signature	_____ Date

INSTRUCTIONS FOR USE:
Submit signed Transmittal To Pierce County Finance Department
FAX: 253-798-6699 EMAIL: PCACCOUNTSPAYABLE@co.pierce.wa.us

PC Finance Department Use Only
Authorization Received on _____
Batch Verified by _____



Finance Department
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

PAYMENT LISTING

<u>Trans Date</u>	<u>District Ref #</u>	<u>Payee Printed Name</u>	<u>Amount</u>
3/22/23	1323	SUNSET CHEVROLET INC	\$77,742.91
3/22/23	1322	SUNSET CHEVROLET INC	\$79,164.52
Payment Count: 2		Total Amount:	<u>\$156,907.43</u>

Payment Count: 2
Payment Total: \$156,907.43

CERTIFICATION

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

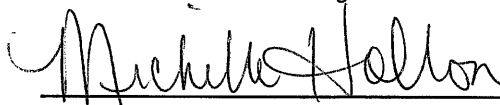
DocuSigned by:



3/28/2023

509F9F5B1B044A1...
Authorized District Official Signature _____ Date _____

Authorized District Official Signature _____ Date _____


Authorized District Official Signature _____ Date 3/28/23

Authorized District Official Signature _____ Date _____

Authorized District Official Signature _____ Date _____

Authorized District Official Signature _____ Date _____

Authorized District Official Signature _____ Date _____

Authorized District Official Signature _____ Date _____

INSTRUCTIONS FOR USE:

Submit signed Transmittal To Pierce County Finance Department

FAX:
253-798-6699

EMAIL:
PCACCOUNTSPAYABLE@co.pierce.wa.us

PC Finance Department Use Only

Authorization Received on _____

Batch Verified by _____

March 2023 Post-Meeting	
General Fund	
Special Vouchers # 2303054001 - 230304002	\$ 156,907.43
Sunset Chevrolet	
2023 Silverado 3500s (2)	
April 2023	
General Fund	
Total AP	\$ 723,440.82
AP Vouchers	
Vouchers # 230401001 - 230401087	\$ 723,440.82
Total Payroll	\$ 3,243,489.86
Payroll Vouchers	
Vouchers # 230403001 - 230403013	\$ 748,768.86
Electronic Payroll	\$ 2,494,721.00
Total Expenditures (AP + Payroll)	\$ 3,966,930.68
Total BIAS Expenditures (111 - 999)	\$ 3,964,797.03
Difference	\$ (2,133.65)
reimbursements	\$ 615.46
restoral of cash for void warrant	\$ 1,450.00
to be located	\$ 68.19
Capital Fund 301 (UTGO 2018 Bonds)	
Total AP	
Vouchers # 230402001 - 230402016	\$ 975,289.14

EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1019

A RESOLUTION AUTHORIZING SPECIFIC AMBULANCE TRANSPORT ACCOUNTS TO BE WRITTEN OFF IN THEIR ENTIRETY.

WHEREAS, the Board of Commissioners East Pierce Fire & Rescue did authorize a schedule of fees for the provision of ambulance services, including transport to local hospitals, to be charged within this jurisdiction, by Resolution 323 on October 19, 1999; and

WHEREAS, the Board of Commissioners hereby has determined that it is necessary to write off particular Advanced Life Support (ALS) Transport Accounts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of East Pierce Fire & Rescue that the following amounts, listed by individual account on Exhibit A, attached to and a part of this resolution, be written off in their entirety as recommended by the district’s ambulance transport billing agency.

January-2023	\$ 61,912.56	EMS Levy Funds/COVID Waiver
February-2023	\$ 81,271.46	EMS Levy Funds/COVID Waiver
March-2023	\$ 54,562.27	EMS Levy Funds/COVID Waiver
Total	\$ 197,746.29	
January-2023	\$ 1,609.19	Financial Waiver
February-2023	\$ 628.40	Financial Waiver
March-2023	\$ 909.60	Financial Waiver
Total	\$ 3,147.19	
TOTAL WRITE-OFFS	\$ 200,893.48	

Adopted at a regular meeting of the Board of Commissioners of East Pierce Fire & Rescue on April 18, 2023, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner Cynthia Wernet

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Randy Kroum

Attest: _____
District Secretary



To: **Board of Fire Commissioners**
From: **Phil Herrera, Project Manager**
Subject: **Bond Update – April 2023**

Station 118

- Final touches on exterior finishes.
- Interior finishes, cabinets, doors, wall coverings, and ceilings install taking place.
- Finish lighting, plumbing and low voltage installation.
- Landscape sprinkler installation.

Station 111

- Footings and foundation work continues, upper apparatus bay completed.
- Currently the elevator shaft and tall apparatus bay columns are the last of the foundation work.
- On-site plumbing and power underground installation continues.

Station 114

- Contractor has begun mobilization.
- Abatement work has started.
- Prep for teardown.

Station 117

- Customer service intake meeting completed. Confirmed that the building permit review will be fast tracked.
- Plumbing and mechanical documents will be completed and submitted this week.

Station 112

- Civil/site design continues, building, structural, and mechanical documents are being updated from the 114 plans.
- Permit submittal target is aggressive in an attempt to beat the code changes in July.

Station 118 April 2023



Landscape irrigation sprinkler system



Landscape plants have been delivered



Interior finishes

Lighting is going in



Duty Office



Fitness



Battery charging area in the apparatus bay



Kitchen



Station 111 April 2023

West retaining wall at the fitness and support room area. This will all be buried.



Rebar for the north apparatus bay columns.



2nd floor of the elevator shaft being formed.



Foundation for the last area of admin section. Power and plumbing underground will begin before preparing for the slab next month.



April 2023 Capital Facility Plan Station Breakdown

All Projects	Budget	Expenses to Date	Remaining
Totals	\$ 73,435,786	\$ 20,877,249	\$ 52,558,537

Station 111	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 2,363,919	\$ 2,052,811	\$ 311,108
Permitting @ 2% (no escalation)	\$ 247,094	\$ 205,071	\$ 42,023
Construction + Escalation +WSST	\$ 13,662,000	\$ 4,575,950	\$ 9,086,050
Land Acquisition	\$ 2,500,000	\$ -	\$ 2,500,000
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 1,813,539	\$ 326,614	\$ 1,486,925
Project Contingency @ 5%	\$ 617,734	\$ -	\$ 617,734
Change Orders @ 5% of TCC	\$ 617,735	\$ -	\$ 617,735
Overall Project	\$ 21,822,021	\$ 7,160,446	\$ 14,661,575

Station 112	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 1,075,789	\$ 35,206	\$ 1,040,584
Permitting @ 2% (no escalation)	\$ 153,684	\$ -	\$ 153,684
Construction + Escalation +WSST	\$ 9,023,049	\$ -	\$ 9,023,049
Land Acquisition	\$ 1,500,000	\$ 870,260	\$ 629,740
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 1,142,369	\$ -	\$ 1,142,369
Project Contingency @ 5%	\$ 384,210	\$ -	\$ 384,210
Change Orders @ 5% of TCC	\$ 384,211	\$ -	\$ 384,211
Overall Project	\$ 13,663,312	\$ 905,466	\$ 12,757,847

Station 114	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 810,994	\$ 751,566	\$ 59,428
Permitting @ 2% (no escalation)	\$ 115,856	\$ 26,631	\$ 89,225
Construction + Escalation +WSST	\$ 6,972,899	\$ -	\$ 6,972,899
Land Acquisition	\$ 1,500,000	\$ 726,370	\$ 773,630
Relocation	\$ -	\$ 5,141	\$ (5,141)
EPFR Soft costs	\$ 877,031	\$ 21,895	\$ 855,136
Project Contingency @ 5%	\$ 289,640	\$ -	\$ 289,640
Change Orders @ 5% of TCC	\$ 289,641	\$ -	\$ 289,641
Overall Project	\$ 10,856,061	\$ 1,531,603	\$ 9,324,458

Station 117	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 824,970	\$ 238,576	\$ 586,394
Permitting @ 2% (no escalation)	\$ 117,853	\$ 6,746	\$ 111,107
Construction + Escalation + WSST	\$ 7,761,107	\$ -	\$ 7,761,107
Land Acquisition	\$ -	\$ -	\$ -
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ 803,009	\$ 17,736	\$ 785,273
Project Contingency @ 5%	\$ 294,632	\$ -	\$ 294,632
Change Orders @ 5% of TCC	\$ 294,632	\$ -	\$ 294,632
Overall Project	\$ 10,096,203	\$ 263,058	\$ 9,833,145

Station 118	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ 1,372,326	\$ 1,242,395	\$ 129,931
Permitting @ 2% (no escalation)	\$ 196,047	\$ 38,680	\$ 157,367
Construction + Escalation + WSST	\$ 11,166,706	\$ 7,500,014	\$ 3,666,692
Land Acquisition	\$ -	\$ -	\$ -
Relocation	\$ 500,000	\$ 382,734	\$ 117,266
EPFR Soft costs	\$ 1,502,129	\$ 133,249	\$ 1,368,880
Project Contingency @ 5%	\$ 561,883	\$ 22,664	\$ 539,219
<i>Change Orders @ 5% Bid</i>	\$ 418,350	\$ 418,350	\$ -
Overall Project	\$ 15,717,441	\$ 9,738,086	\$ 5,979,355

Station 124	Budget	Expenses to Date	Remaining
Architect/Engineer @ 14% of CC	\$ -	\$ 252	\$ (252)
Permitting @ 2% (no escalation)	\$ -	\$ 1,600	\$ (1,600)
Construction + Escalation + WSST	\$ -	\$ -	\$ -
Land Acquisition	\$ 1,275,748	\$ 1,275,748	\$ -
Relocation	\$ -	\$ -	\$ -
EPFR Soft costs	\$ -	\$ -	\$ -
Project Contingency @ 5%			\$ -
Change Orders @ 5% Bid	\$ -	\$ -	\$ -
Overall Project	\$ 1,275,748	\$ 1,277,600	\$ (1,852)

Station 116	Budget	Expenses to Date	Remaining
Architect/Engineer	\$ 5,000	\$ 990	\$ 4,010
Overall Project	\$ 5,000	\$ 990	\$ 4,010



To: **Board of Fire Commissioners**
From: **Jon Parkinson, Fire Chief**
Subject: **Monthly Chief's Report – April 2023**

City Council Presentations

I have annual updates scheduled with our cities, as noted below:

- Edgewood – Tuesday, April 11th @ 7 pm
- Sumner – Monday, April 24th @ 6 pm
- Bonney Lake – Tuesday, May 2nd @ 6 pm
- Milton – Monday, May 8th @ 7 pm
- South Prairie – TBD

Commissioners are welcome to attend (the same as in previous years). The total presentation time is usually 10-15 minutes.

Fall Recruitment underway

The recruitment for our fall academy has started and closes in early May. This class is expected to be 11 personnel, including eight new positions and three positions caused by retirement vacancies.

Windmill Property

I have had conversations with both the City of Edgewood and Don Nelson regarding the future of the windmill. The city has engaged a structural engineer to assess the condition of the windmill, which will help guide them in future decisions/discussions.

Upcoming Committee Meetings

HR Committee: May 2nd @ 10 am

Planning Committee: May 5th @ 10 am *** Need to reschedule ***

Finance Committee: Request May 15th @ 9 am

Representative Drew Stokesbary

Commissioner Wernet and I met (virtually) with Representative Stokesbary on March 29th. This was a continuation of the legislative day in Olympia and a review of the State Fire Chiefs and State Fire Commissioners' legislative agendas.

Wildfire Ready Neighbors

On Saturday, April 1st, we kicked off the Wildfire Ready Neighbors program in partnership with Buckley Fire Department, Orting Valley Fire & Rescue, Pierce County Conservation District, and Washington State Department of Natural Resources (DNR). East Pierce has received a grant to assist targeted homes in the service area in decreasing their risk of wildfire incidents.

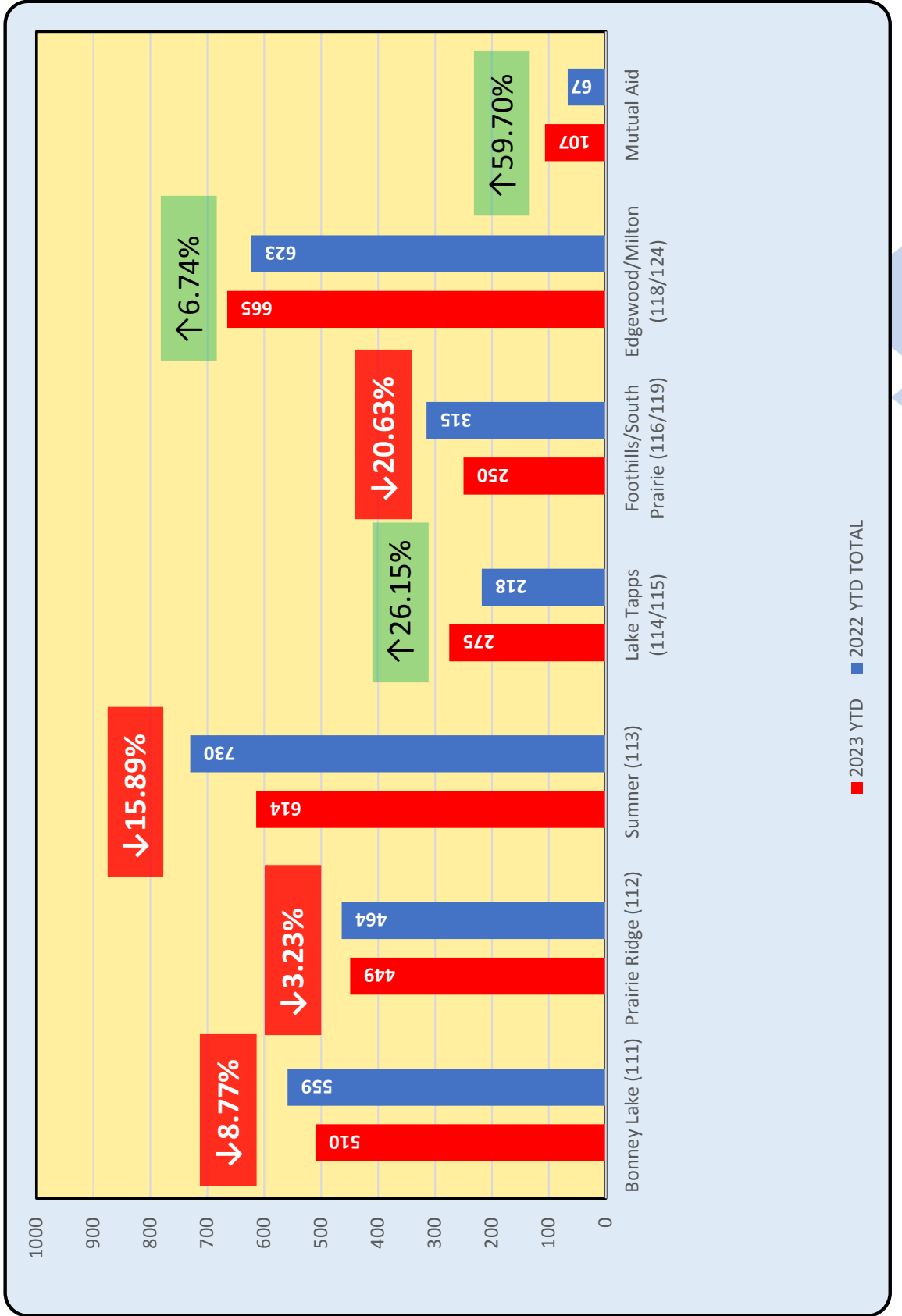
Financial Operational Assessment

We are midway through the financial assessment being conducted by Clark Nuber. There are several onsite interviews scheduled with staff throughout April.

Community Organization Activity

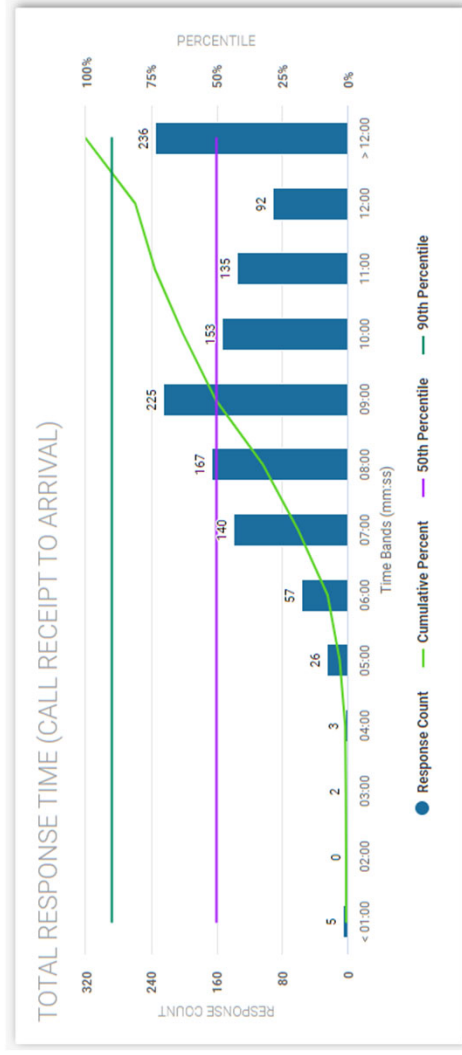
- Easter Egg Hunts
- Sumner Rotary

Incident Count by Station Area—YTD thru March 2023
 106 fewer calls YTD than YTD 2022 a decrease of 3.56%



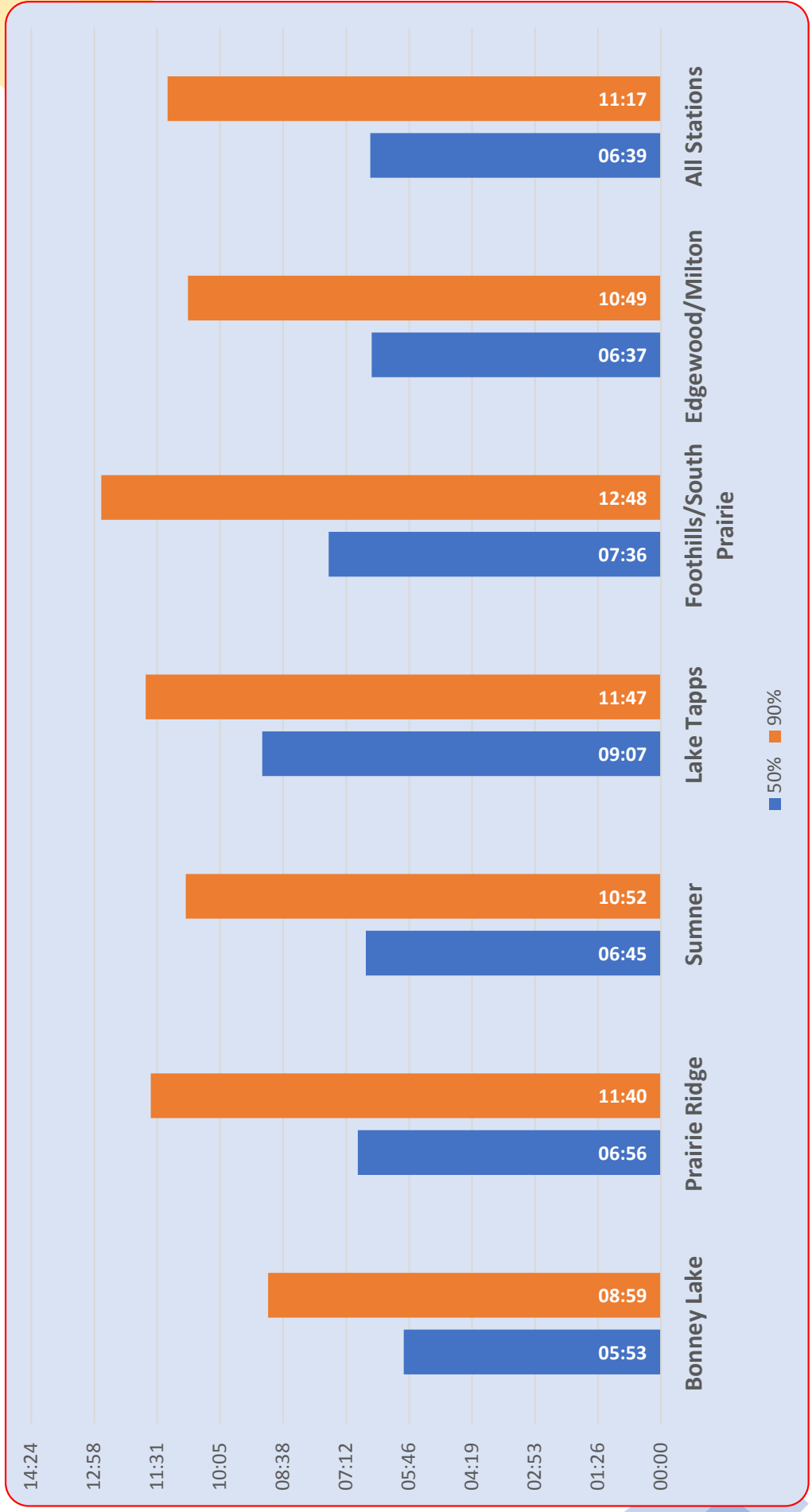
Total Response
Times YTD through
3/31/2023

- **Priority incidents only—
First arriving unit times**
- **Incidents—1248**
- **50%—06:40**
- **90th%—11:19**



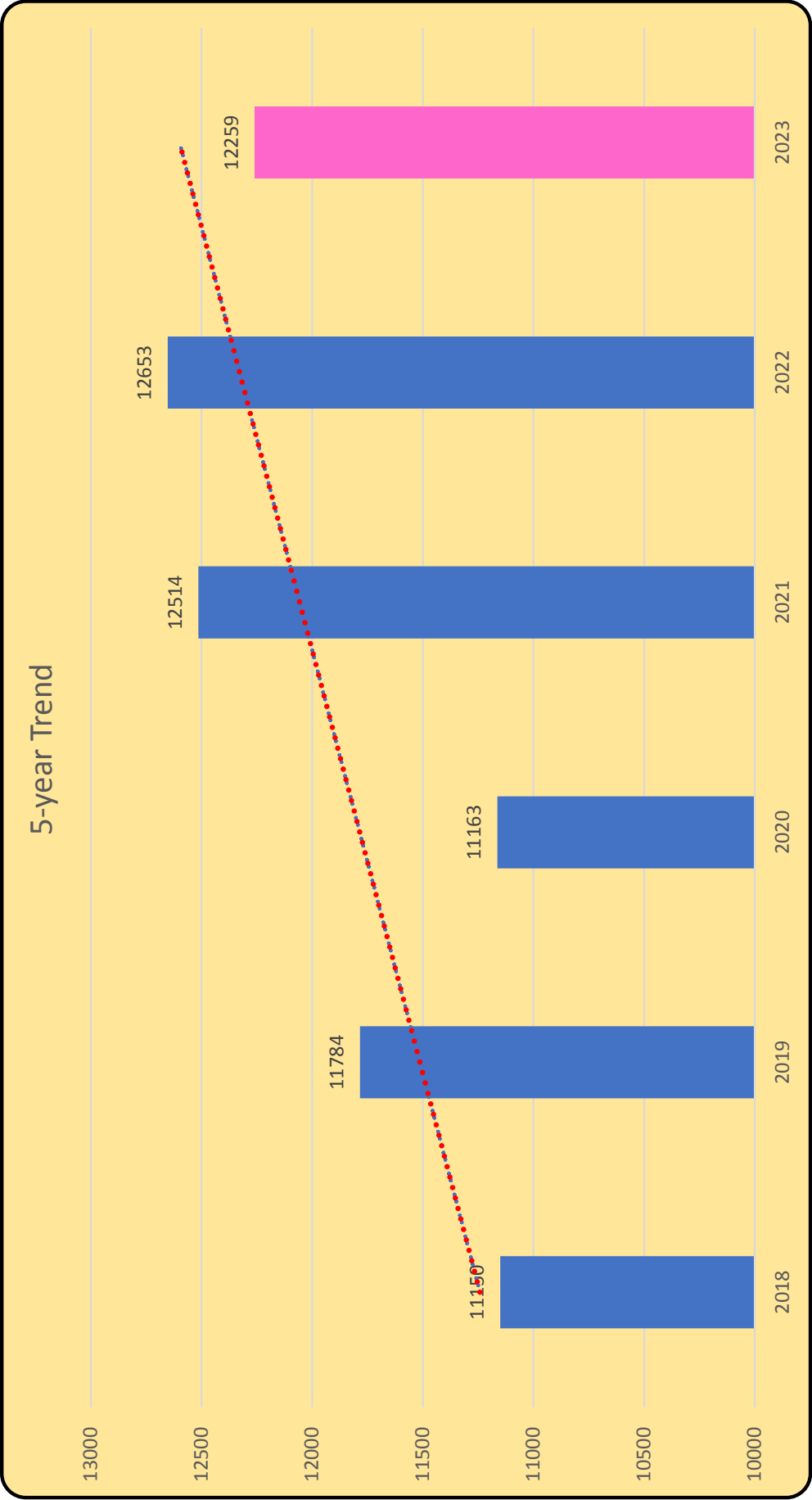
50th% Response Time by Response Area YTD

Measures time from dispatch to arrival of first unit. Priority responses only. The 90% shows time of arrival for 90% of the priority responses. Responses <30 seconds or >15 minutes excluded

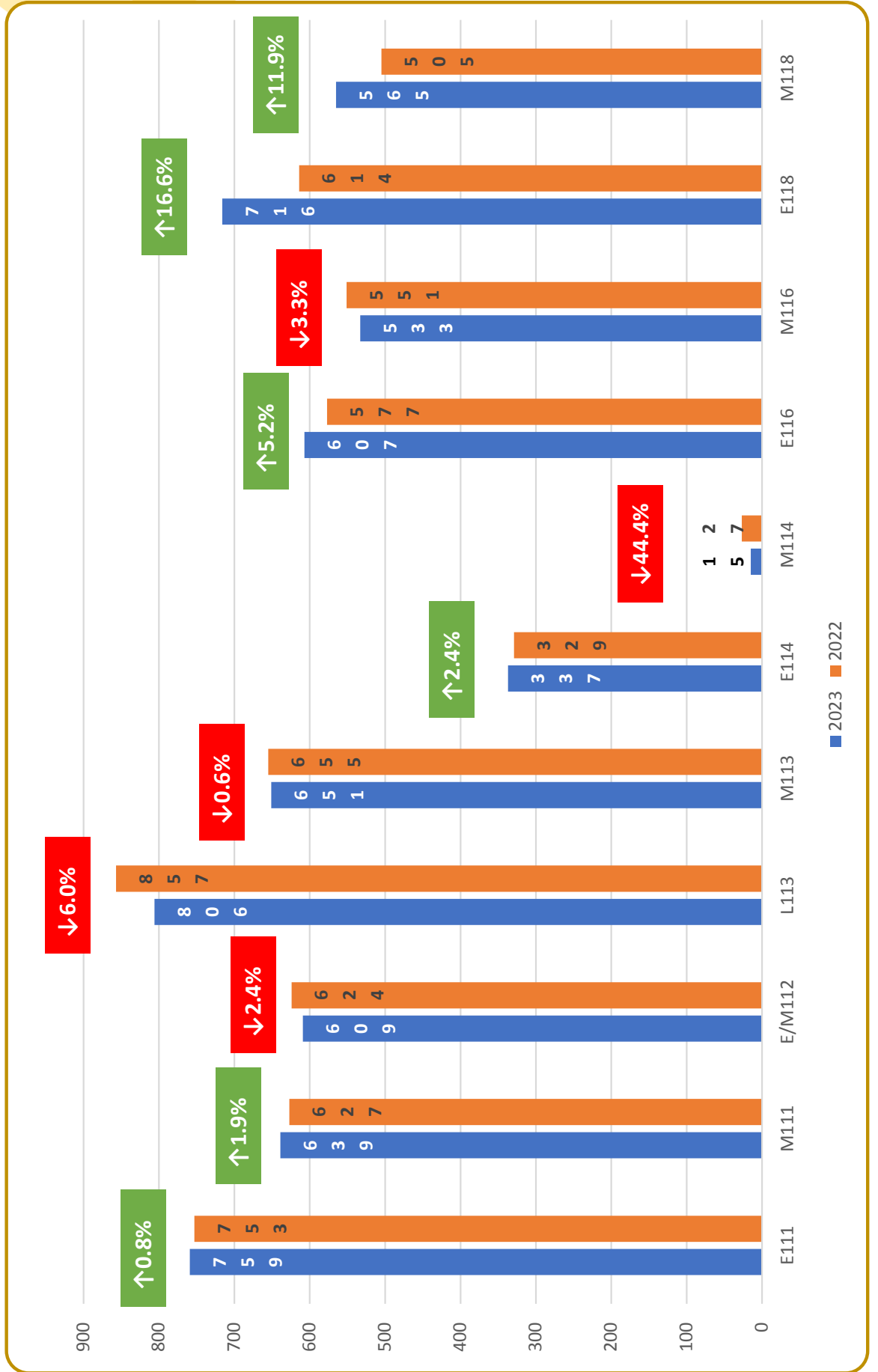


Projected end of year total using MS Forecast based on month-to-month numbers starting 1/1/2019 thru 2/28/2023. Total is 12259± 1700. Decrease of 3.11%

5-Year Trend

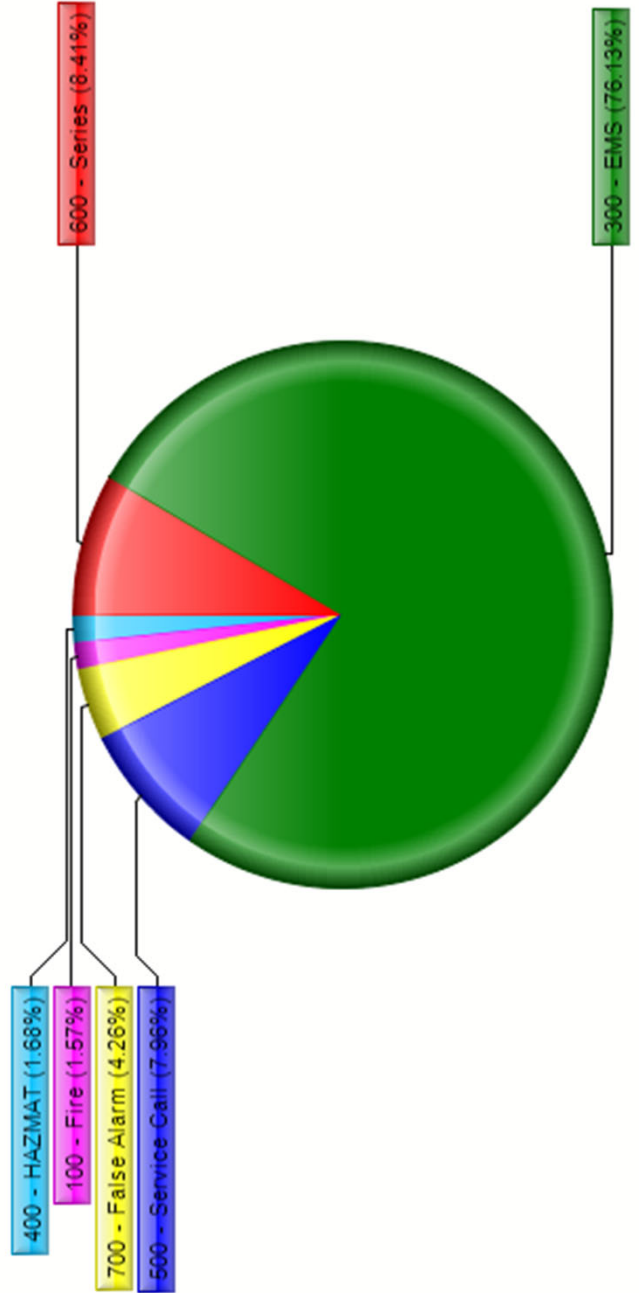


Total Counts by Unit — YTD Thru March 2023



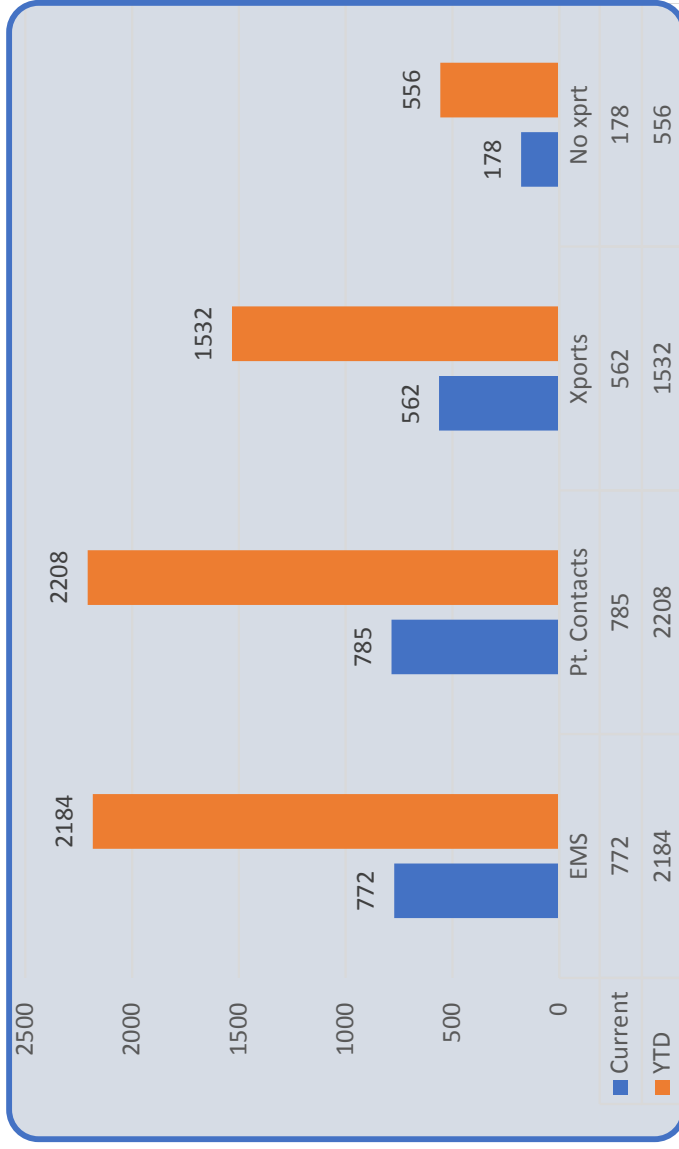
Incidents by Type—YTD thru March 2023

Incident Type Group	2023	Total
100 - Fire	45	1.57%
200 - Overpressure, Rupture, Explosion—No fire	0	0%
300 - EMS	2181	76.13%
400 - HAZMAT	48	1.68%
500 - Service Call	228	7.96%
600 - Good intent—Includes wrong location, controlled burn, patient already transported...	241	8.41%
700 - False Alarm	122	4.26%
800 - Natural Disaster	0	0%
900 - Special Incident	0	0%
Annual Total	2865	



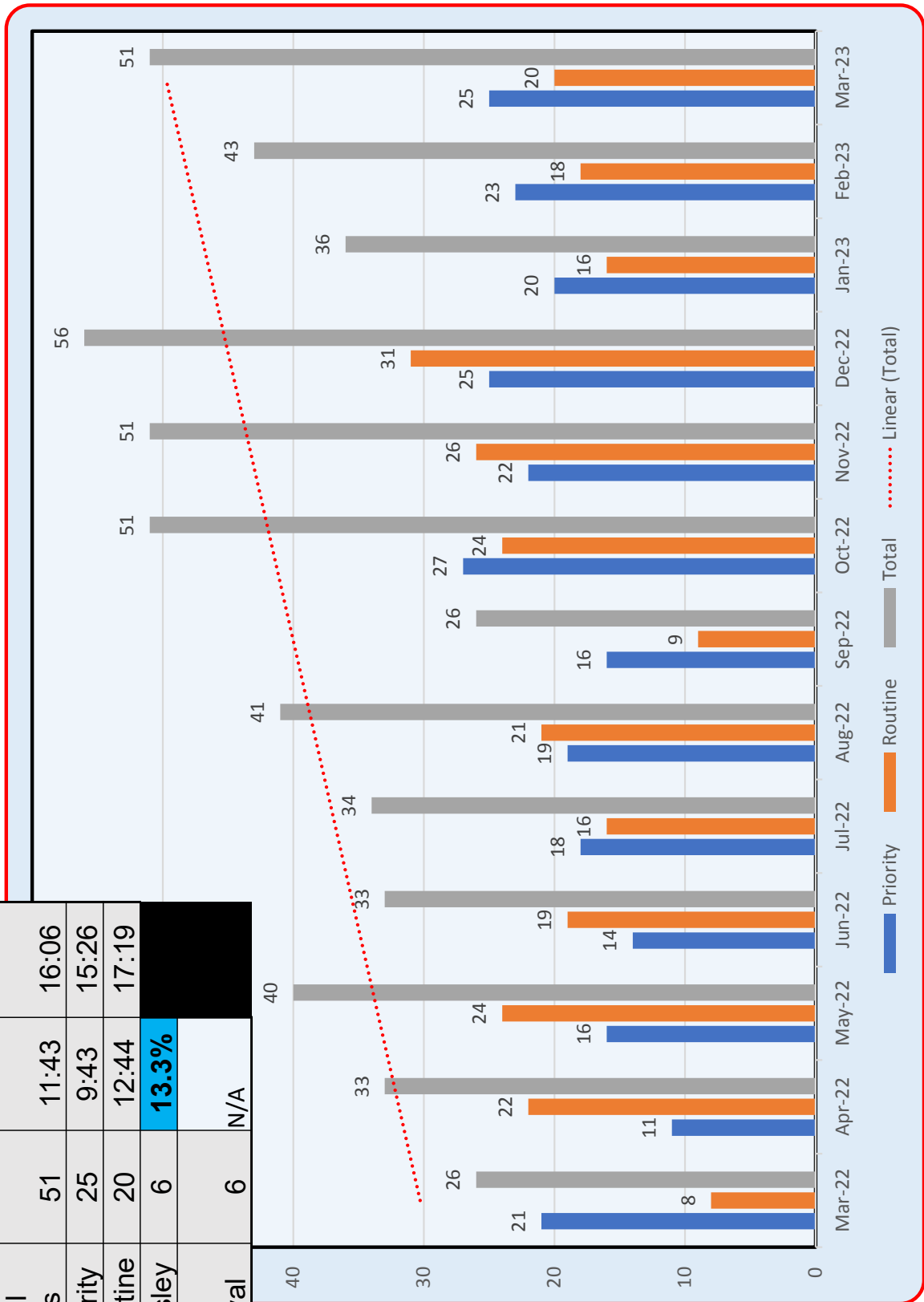
Transports March 2023

- EMS calls can include MVAs with no injuries, or incidents where no contact is made with an identified patient.
- Some EMS incidents e.g. MVAs can have contact with multiple patients
- Patient contacts include every time an assessment is made on an identified patient.



Tehaleh Responses March 2023

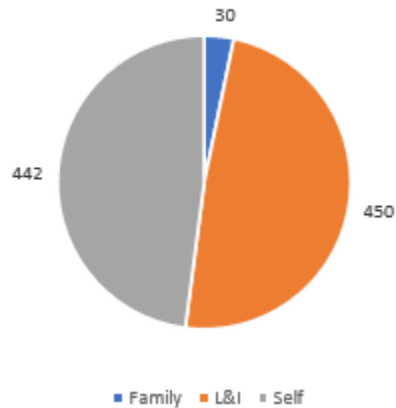
Tehaleh	Calls	Resp. 50%	Resp. 90%
Total Calls	51	11:43	16:06
Priority	25	9:43	15:26
Routine	20	12:44	17:19
Wesley	6	13.3%	
No arrival	6	N/A	



Injury – Medical Leave Report – April 2023

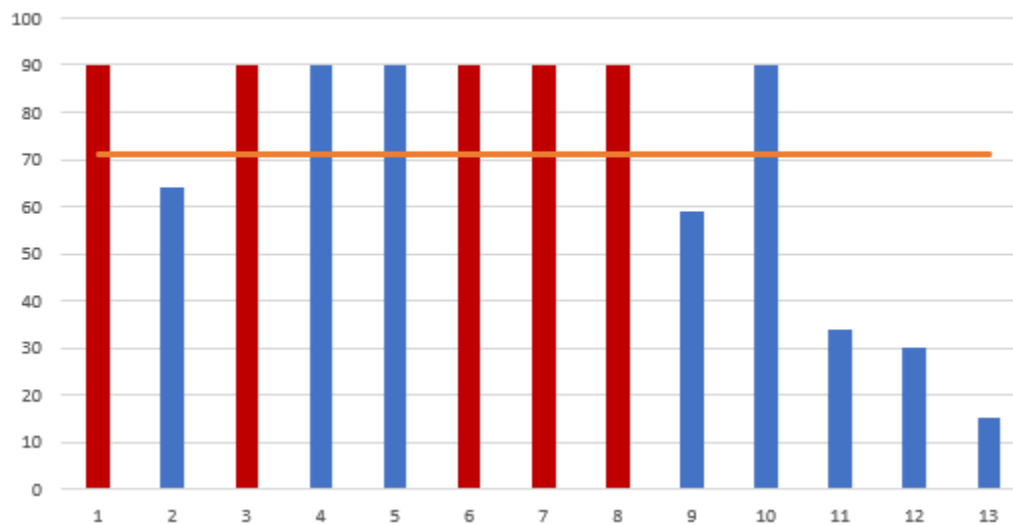
- As of March, a total of 13 employees have experienced extended leave (greater than three consecutive shifts); this includes both L&I and Non-L&I leave.
 - The average time loss of these employees is estimated at 70.92 calendar days

Time Loss by Type (calendar days)



- 5 L&I claims for time-loss have occurred in 2023 (seen below in red).
 - 2 of the 5 qualify for the Stay-at-Work program through L&I

Time Loss by Employee (calendar days)





Planning Committee Meeting Minutes

April 7, 2023 @ 1000 hrs.

C. Wernet (Chair)

Staff: Chief Parkinson, DC Mack

1. Call to Order – 1000 hrs.

2. Construction Update (Herrera)

- a. 118 No change. Substantial completion the first week of May.
- b. 111
- c. 114
- d. 117 Traffic issues have been resolved. The intake meeting with county building department is complete and building permit is estimated for end of May in accordance with executive priority. Estimating out to bid mid-May, in light of benefit of using station 118 design.
- e. 112

3. Phase 2 facilities projects (Parkinson)

- a. Discussion of Phase 2 facilities projects is included in the April 18th workshop agenda.
- b. The planning committee will recommend that the Board seek to have the scopes of work and cost estimates updated for Phase 2 facilities projects (i.e., stations 113, 116, 124).
- c. The Board may request the planning committee to then
 - i. evaluate the needs regarding the scope of proposed facilities projects
 - ii. evaluate sequencing and timing of projects
 - iii. consider and propose various funding options
 - iv. assess options for use of the vacated station 112 following construction of the new 112

4. Adjourn – 1030 hrs.

Next Meeting:

- Friday, May 5th will be rescheduled, date to be determined
- Friday, June 2nd @ 1000
- Friday, July 7th @ 1000



Finance Committee Meeting Minutes

April 10, 2023, @ 0900 hrs.

J. Napier (Chair), Garling, McElligott

Staff: Chief Parkinson, AC Sandlian

1. Call to Order – 0900 hrs.

2. Equipment Reserve Request - Impacts of ordering delays on fleet

The committee was briefed on the state of the fleet (engines) and the impacts of ordering delays. Based on the current delays, staff is recommending two additional actions:

- Order two additional engines now vs. in 2026 as planned. This will likely result in us receiving them in 2026. Purchasing now will be cheaper than waiting three years to execute the order.
- Invest an additional 300k into the current reserve fleet to ensure operational readiness into 2026

The committee supports this request going to the April Board meeting.

3. SOC Benchmark Review & Recommendations

The committee discussed staffing and budget impacts associated with SOC benchmarks (reliability and UHU). This is the same discussion reviewed by the planning committee. This presentation will be given at the Board workshop in April.

4. 5-year revenue and expense forecast review

The committee reviewed the current financial projections, which show a revenue deficit in 2026. Staff presented options of running \$1.50 and \$1.35 lid lifts. The \$1.50 lid lift was seen as the appropriate option. This presentation will be given at the Board workshop in April.

5. Levy timing and considerations

The committee discussed the timing of running the lid lift and sees April 2024 as the best option. The committee recommends further discussion regarding options and considerations in May should the levy fail. This presentation will be given at the Board workshop in April.

Next Meeting:

May 15th @ 0900



Board Meeting Agenda Item Summary

Meeting Date:	April 18, 2023
Title:	Resolution 1020 – Transfer of Funds

Recommendation from Staff:	
Recommendation from Committee:	
Recommended Action/Motion:	<i>I move to approve Resolution 1020 to transfer funds from the Capital Fund to the General Fund in the amount of \$82,022 .</i>
Presenter:	C. Byerley
Attachments:	Resolution 1020

Summary:
<p>The Capital Fund is the proceeds of the 2018 UTGO Bond, wages, benefits and charges accrued for the Project Manager are payable out of the 2018 UTGO proceeds that are associated with the Bond. A transfer of \$82,022 will be transferred from the Capital to the General for wages, benefits and expenditures from Jan. 2023-Mar. 2023. Transfers will occur quarterly.</p>

Fiscal Impact:	None
-----------------------	------

EAST PIERCE FIRE & RESCUE

RESOLUTION NO. 1020

A RESOLUTION TO TRANSFER FUNDS BETWEEN FUND ACCOUNTS

WHEREAS, the Board wishes to transfer funds in amount of \$82,022 from the Capital Fund to the General Fund as approved expenses associated with the 2018 UTGO Bond for personnel cost for the Project Manager and accrued charges for services and equipment; and

WHEREAS, funds will be transferred to the General Fund based on wages, benefits, and purchase card charges for the Project Manager from January 2023 to March 2023; and

NOW THEREFORE IT IS HEREBY RESOLVED by the Board of Commissioners of East Pierce Fire and Rescue that Pierce County Budget and Finance is directed to transfer these funds April 19, 2023, as follows:

Capital Fund (687-022)	Transfer Out	\$82,022
General Fund (686-022)	Transfer In	\$82,022

PASSED AND APPROVED this 18th day of April 2023, the following commissioners being present and voting:

Chair Jon Napier

Commissioner Pat McElligott

Commissioner Mike Cathey

Commissioner Cynthia Wernet

Commissioner Kevin Garling

Commissioner Ed Egan

Commissioner Randy Kroum

ATTEST:

District Secretary



Board Meeting Agenda Item Summary

Meeting Date:	April 18, 2023
Title:	Equipment Reserve Request

Recommendation from Staff:	Approve
Recommendation from Committee:	Approve – Finance Committee
Recommended Action/Motion:	<i>Move to approve the purchase of two Pierce fire engines and refurbish one fire engine as presented.</i>
Presenter:	Chief Parkinson
Attachments:	Attorney letter and Pierce Quote

Summary:
<p>With the ordering delays we are experiencing with new engines, staff has continued to assess the state of the fleet. The current equipment replacement plan calls for the purchase of two engines in 2026. Given the delays in production, staff recommends placing this order now, which should ensure EPFR receives the units in 2026. The total purchase price of these units is \$2,312,704 which is \$118,556 less than what is budgeted in the replacement plan.</p> <p>Additionally, staff recommends approval of an additional \$300,000 expenditure for one of the current reserve engines. As we open stations 124 and 117 in 2023 and 2024, the demands on our engine fleet will increase. This will ensure fleet readiness and reliability until we receive our new units in 2025/26. This request is currently not accounted for in the replacement plan.</p> <p>The net impact of these requests is a \$181,444 expenditure increase in the reserve forecast.</p> <p>The reserve forecast remains positive in all years, with a low balance of \$1,381,011 occurring in 2035.</p>

Fiscal Impact:	\$2,612,704 from the Equipment Replacement Reserve
-----------------------	--



April 12, 2023

East Pierce Fire & Rescue, WA
Two (2) Enforcer Pumpers MC265
Build Location: Appleton, WI

Proposal Price	\$2,162,931.00	
Washington State sales tax @ 9.40%		203,315.51
Washington State motor vehicle tax @ 0.30%		6,488.79
Total Bid Price Including Sales Tax		<u>\$2,372,735.30</u>
Less chassis progress payment discount	(31,838.00)	
Less payment upon completion @ factory discount	(22,885.00)	
Subtotal including all pre-pay discounts	<u>\$2,108,208.00</u>	
Washington State sales tax @ 9.40%		198,171.55
Washington State motor vehicle tax @ 0.30%		6,324.62
Total Bid Price Including Pre-Pay Discounts & Sales Tax		<u>\$2,312,704.17</u>

Terms:

Price Expiration: The above pricing is valid until April 28, 2023.

Future Changes: Various state or federal regulatory agencies (e.g. NFPA, DOT, EPA) may require changes to the Specifications and in any such event any resulting cost increases incurred to comply will be added to the Purchase Price to be paid by the Customer and documented on a Change Order.

Component Price Volatility: Company shall not be responsible for any unforeseen price increase enacted by the suppliers of major components of the Product (including but not limited to engine, transmission, and fire pump) after the execution of contract. Any price increase major components of the product will be passed through to the Customer and will be documented on a Change Order.

Multiple Unit Pricing: Multiple unit pricing is based on the apparatus being purchased, manufactured and delivered at the same time. If apparatus are not ordered, manufactured and delivered at the same time, revised pricing will be required.

Delivery: Based on Pierce's current delivery schedule the apparatus would be ready for delivery from factory within 38 to 43 months after contract execution. Delivery is subject to change pending Pierce's delivery schedule at time of order. This time does not include any possible delays that may be caused by national disasters or pandemic.

Payment Terms:

- a. If pre-payment discount options are elected, the following terms will apply:
 - i. **Chassis Progress Payment Discount:** The chassis progress payment in the amount of **\$1,061,270.00** will be due three (3) months prior to the ready for pick up from the factory date. If elected, an invoice will be provided 30 days prior to the chassis payment due date. If payment is not made when due the discount total will be added back to the final invoice.
 - ii. **Payment Upon Completion at Factory Discount:** If elected final payment is due prior to apparatus leaving the factory for delivery. If payment is not processed upon receipt of invoice the discount total will be required in addition to the invoice amount.
- b. If pre-payment discount options are not elected standard payment terms will apply: Final payment will be due 30 days after the apparatus leaves the factory for delivery. If payment is not made at that time a late fee will be applicable.
- c. Payments made for apparatus using a credit card will be applicable to a credit card convenience fee.

Consortium Purchase: The proposal is based on the apparatus being purchased through Sourcewell utilizing Contract No. 113021-OKC-1 valid until 2/10/2026. It is the purchaser's responsibility to determine if the use of consortiums meets their purchasing requirements.

Performance Bond: A performance bond is included in the above price and will be provided after order placement. If customer elects to remove the performance bond **\$6,280.00** may be deducted from the purchase price. All purchase orders must include the following verbiage if a performance bond is elected, "**Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.**"

Transportation: Transportation of the apparatus to be driven from the factory to the customers location is included in the above pricing. However, if permits are not obtainable, due to the weight of the apparatus, and the apparatus must be transported on a flat bed, additional Transportation charges will be the responsibility of the customer. We will provide pricing at that time if necessary. If customer elects to drive the apparatus from the factory, **\$11,000.00** may be deducted from the purchase price. if this option is elected payment in full and proof of insurance must be provided prior to leaving the factory and the customer is responsible for compliance with all state, local and federal DOT requirements including the driver possessing a valid CDL license.

Inspection Trips: **Three (3)** factory inspection trips for **five (5)** customer representatives is included in the above pricing. The inspection trips will be scheduled at times mutually agreed upon between the manufacture's representative and the customer, during the window provided by the manufacturer. Airfare, lodging and meals while at the factory are included. In the event the customer is unable to travel to the factory or the factory is unable to accept customers due to the restrictions caused by a national disaster or pandemic then the Dealership reserves the right to use forms of electronic media to accomplish the intention of the inspection trips. Every effort will be made to make the digital media as thorough as possible to satisfy the expectations of the of the customer. If the customer elects to forgo an inspection trip \$2,400.00 per traveler (per trip) will be deducted from the final invoice.

Acceptance of Proposal: If the customer wishes to purchase the proposed apparatus Hughes Fire Equipment will provide the Customer its form of Purchase Agreement for the Customer's review and signature. If the Customer desires to use its standard form of purchase order as the Purchase Agreement, the purchase order is subject to review for any required revisions prior to acceptance. **All purchase orders shall be made out to Hughes Fire Equipment Inc.**



**PIERCE COUNTY FIRE COMMISSIONERS'
ASSOCIATION PRESENTS**

**Diversity, Equity
and Inclusion (DEI)**

Date: April 28, 2023

Time: 0900 - 1200

Location:

In person at South Sound 911, 3580 Pacific Ave., Tacoma, WA
or Remotely via Zoom:

<https://us02web.zoom.us/j/8151456645?pwd=NHFTa2o2ZWZMzenU4Qlg2Q2tLejNFUT09>

Meeting ID: 815 145 6645 Passcode: 123456

Cost: Free

Presenter: Firehouse Lawyer, Eric Quinn

Registration: Please email Denise Ross at dross@centralpiercefirer.org
Please state whether you plan to attend in person or remotely so we can plan accordingly.

Join the Pierce County Fire Commissioners Association and other friends in government for a presentation by Firehouse Lawyer, Eric Quinn, on the benefits and risks of Diversity, Equity and Inclusion (DEI) initiatives in the public sector. Come learn how these initiatives intersect with the Washington Law Against Discrimination and other laws. Don't miss out on the opportunity to promote a more diverse and inclusive workforce! This presentation is sponsored by the Pierce County Fire Commissioners Association and is free to all participants.



Topic: PCFCA Diversity Equity and Inclusion Presentation
Time: Apr 28, 2023 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/8151456645?pwd=NHFTa2o2ZWZMzenU4Qlg2Q2tLejNFUT09>

Meeting ID: 815 145 6645

Passcode: 123456

One tap mobile

+12532158782,,8151456645#,,,,*123456# US (Tacoma)

+12532050468,,8151456645#,,,,*123456# US

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 253 205 0468 US

+1 719 359 4580 US

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 931 3860 US

Meeting ID: 815 145 6645

Passcode: 123456

Find your local number: <https://us02web.zoom.us/j/8151456645?pwd=NHFTa2o2ZWZMzenU4Qlg2Q2tLejNFUT09>



Eric T. Quinn is an attorney with substantial experience in the practice of municipal law, with a special interest in civil rights. He has utilized this experience in the representation of over 40 public agencies in Washington State.

Eric graduated from Seattle University School of Law, where he was a finalist in mock-trial competitions and gained substantial experience as a legal intern at various law firms in Seattle. Following law school, Eric honed his practice with Quinn and Quinn, P.S., a law practice with over 50 years in combined experience serving municipal clients. Eric's practice is focused on employment and labor law, in addition to public and medical records, procurement, contract drafting and negotiation, mergers and consolidations, governance and open meetings, telecommunications and risk management.

Throughout his career, Eric has addressed civil rights issues on a near-daily basis, with Diversity, Equity and Inclusion (DEI) Initiatives coming into greater focus in his practice.

Eric is a sought-after speaker. He has presented to numerous organizations, including the Washington Fire Commissioners Association, the Washington Fire Chiefs Association, the Washington State Risk Management Group and various local commissioner associations, on a variety of issues, from municipal financing to civil rights. He has published numerous articles regarding civil rights and employment law at firehouselawyer.com (subscribe to his free newsletter).

In his spare time, Eric is a member of the Rotary Club of Lakewood, WA. Eric loves to stay active and spend time with his wife Johanah and their two sons, Storey and Madsen.

Diversity, Equity and Inclusion: Are we Doing It and Are we Doing it Right?

Presentation Sponsored by Pierce County Fire Commissioners Association

Agenda

1. Introduction

- a. Welcome and introductions
- b. Goals of the presentation

2. Understanding DEI

- a. Definitions of diversity, equity, and inclusion
- b. Costs and Benefits: Affirmative Action

3. Implementing DEI Initiatives

- a. Recruitment and hiring practices (without engaging in affirmative action)
- b. Creating inclusive policies and procedures (without engaging in affirmative action)

4. Measuring Success

- a. Establishing goals
- b. Monitoring and evaluating DEI initiatives

5. Best Practices

6. Q&A Session

7. Conclusion and Closing Remarks

- a. Recap of key points and takeaways
- b. Encouragement for continued commitment to DEI initiatives
- c. Closing Remarks

WFCA - Spring Series - Lake Chelan Seminar

When: Saturday, June 3rd, 2023

Where: Campbell's Resort
104 W Woodin Ave
Chelan, Washington 98816
United States



Chelan - Leadership Delta

CHELAN - CAMPBELL'S RESORT

June 3rd

It's often said that the definition of leadership is the ability to transmute a vision of the future in a reality. In today's changing fire service, visionary leadership will be the key to keeping up and thriving because it tells the story of why the landscape is changing and how your agency can embrace the change. For a leader, this is a tall order. Laura Boyd will outline three crucial, foundational leadership skills you can use to deploy your strategy. Create a Vision – The direction you lead should have a mission in line with your agency's values. Build Alignment for your Vision – Bridge the gap between your vision and reality. Championing the Execution of Your Vision – Provide a plan for every aspect of your team.

Note: Nicholson & Associates is hosting an event Friday, June 2nd in the Penthouse at Campbell's Resort.



CHELAN CLASS and HOSPITALITY ANNOUNCEMENT

Liz Loomis

Deep Dive: Communicating to Win Ballot Measures

A recovering economy and polarized electorate make it harder than ever to pass levy and bond measures that will increase taxes. But how do we provide services without the funding we need to succeed? This training teaches participants three steps to winning ballot measures

Friday June 2, 2023 ~ 9 am – 2 pm

(Day before WFCA Spring Seminar Series ~ Campbell's Resort)

Campbell's Resort ~ Stehekin Room

104 W. Woodin Ave ~ Chelan, WA 98816

**Sponsored by
Nicholson & Associates, LLC**

\$150 Includes Class, Refreshment Breaks & Taco Bar Lunch

Please use the attached registration form to sign up for this class.

Followed by

Lady of the Lake Charter

6-8pm

Beverages & Snacks Provided

Line up at 5:45pm Boat leaves at 6pm

1418 Woodin Ave ~ Chelan, WA 98816

Hospitality Room Saturday Evening

Please come join us for some Refreshments & Pulled Pork.

We will be in the Penthouse Suite when the conference is over on Saturday.

Great time for Networking with other Districts.



2023 Chelan Class ~ REGISTRATION FORM

No refunds for Cancellations after May 15, 2023 ~ Transfers with Approval

Chelan June 2, 2023 (Friday) 9AM-2PM

Sign Up for Class Must Be Received by May 15, 2023

Members of: _____
DISTRICT NAME

_____ Attendees X \$150 = \$ _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

Attendees: (Please print)

Name/Title: _____

Name/Title: _____

Name/Title: _____

Name/Title: _____

****Number of people for the Lady of the Lake _____**

We will invoice your district once we received your reservation.

Email: denise@nichinsure.com, Fax: 360-623-1054

Questions (360)736-7601 x131