



## CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA

**Date:** August 14, 2023

**Place:** In-Person / Fire District Administrative & Operations Center  
○ 1015 39<sup>th</sup> Ave SE Suite #120 Puyallup, WA 98374  
Virtual / (Visit [www.centralpiercefirerescue.org](http://www.centralpiercefirerescue.org) for instructions to join webinar)

**Time:** 5:00 p.m.

*Citizens attending virtually that wish to address the Board during Public Comment use the "raise hand" feature on the webinar. Statements or comments for the record may be submitted to [aparamapoonya@centralpiercefirerescue.org](mailto:aparamapoonya@centralpiercefirerescue.org) by 4:00pm meeting day.*

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**1. Call to Order**

A. Roll Call

**2. Pledge of Allegiance**

**3. Approval of Agenda**

A. **Pg. 1:** Agenda

**4. Public Comment** (for items not specifically listed on the Agenda)

**5. Consent Agenda** (Single Motion)

A. Excused Absences:

B. **Pg. 3:** Minutes: Regular Board Meeting of July 24, 2023

C. **Pg. 7:** Approval of:

Accounts Payable Warrants Numbered 59198 to 59301 totaling:	\$	7,616,774.97
Net Payroll Warrants Numbered 107762 to 107764 totaling:	\$	11,702.35
<b>GRAND TOTAL</b>	<b>\$</b>	<b>7,628,477.32</b>

**Pg. 36:** *For Informational Purposes Only - The following electronic payments totaling \$4,714,225.68 (AP Warrant Numbers 59198, 59206, 59225, 59233, 59240, 59227, 59260, 59265).*

**6. Unfinished Business** (Second Reading and Final Action)

A. **Pg. 91:** Graham Fire Master ILA – Chief Morrow

B. **Pg. 97:** Addendum for Joint Communications, Outreach, and Public Education – Chief Morrow

C. **Pg. 103:** Board Policy 3.21 Collection Account Processing – FD Robacker



## **CENTRAL PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS MEETING AGENDA**

### **7. New Business (First Reading)**

- A. **Pg. 106:** Orting Valley Fire & Rescue Draft Contract – Chief Morrow
- B. **Pg. 126:** Graham Fire Master ILA Addendum – CARES – Chief Morrow
- C. **Pg. 131:** Graham Fire Master ILA Addendum – Battalion 91 – Chief Morrow
- D. **Pg. 135:** Board Policy 3.53 Purchasing – Public Works Procurement – FD Robacker

### **8. Considerations and Requests**

- A. **Pg. 264:** Puget Sound Regional Fire Interlocal Agreement – DC VanKeulen
- B. **Pg. 265:** Central Pierce and DNR Interagency Agreement – Chief Morrow

### **9. Staff, Local, Firefighter's Association and Fire Chief Reports**

- A. **Pg. 277:** Human Resources – HRD Washo
- B. **Pg. 278:** Training – AC Benning
- C. **Pg. 279:** Field Operations – AC Kent
- D. **Pg. 280:** EMS Report – AC Bouchard
- E. **Pg. 281:** Health and Wellness – AC Stueve
- F. **Pg. 282:** Deputy Chief's Report - DC VanKeulen
- G. **Pg. 283:** Fire Chief's Report – Chief Morrow

### **10. Correspondence**

- A. **Pg. 284:** Employee Recognition

### **11. Commissioner Comments**

### **12. Adjournment**

**CENTRAL PIERCE FIRE & RESCUE  
BOARD OF COMMISSIONERS  
July 24, 2023**

Chair Holm called the Regular meeting of the Board of Commissioners for Central Pierce Fire & Rescue to order at District Headquarters – 1015 39<sup>th</sup> Ave. S.E. Suite #120 Puyallup, WA at 5:02 p.m. A remote attendance option was available to the public. Present in person were: Chair Holm, Commissioners Stringfellow, Willis, Coleman, and Mitchell, Chief Morrow, DC VanKeulen, AC Berdan, AC McKenzie, FD Robacker, L726 President Aaron James, EA Paramapoonya, and Admin SS McInnis, recorder. Ex-Officio Door arrived at 5:09 pm.

**PLEDGE OF ALLEGIANCE**

Commissioner Coleman led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Stringfellow moved and Commissioner Mitchell seconded to approve the agenda. **MOTION CARRIED.**

**PUBLIC COMMENT (FOR ITEMS NOT SPECIFICALLY ON THE AGENDA)**

No public comment.

**CONSENT AGENDA (SINGLE MOTION)**

- A. Excused Absences:
- B. Minutes: Regular Board Meeting of July 10, 2023
- C. Approval of:

Accounts Payable Warrants Numbered 59136 to 59197 totaling:	\$	2,352,216.53
Net Payroll Warrants Numbered 107761 totaling:	\$	8,178.19
<b>GRAND TOTAL</b>	<b>\$</b>	<b>2,360,394.72</b>

Commissioner Willis moved and Commissioner Coleman seconded to approve the Consent Agenda with warrants totaling \$2,360,394.72. **MOTION CARRIED.**

**UNFINISHED BUSINESS (SECOND READING AND FINAL ACTION)**

- A. Board Policy 3.56 False Claims Act Policies and Procedures

FD Robacker reviewed Board Policy 3.56 False Claims Act Policies and Procedures. No changes were made after the First Reading. Commissioner Mitchell moved and Commissioner Stringfellow seconded to approve Board Policy 3.56 False Claims Act Policies and Procedures as presented by Staff. **MOTION CARRIED.**

- B. Board Policy 3.31 Contacting District Legal Counsel

Chief Morrow reviewed Board Policy Board Policy 3.31 Contacting District Legal Counsel. Minor edits were made after the First Reading. Commissioner Stringfellow moved and

Commissioner Willis seconded to approve Board Policy 3.31 Contacting District Legal Counsel as presented by Staff. **MOTION CARRIED.**

**NEW BUSINESS (FIRST READING – FOR DISCUSSION AND REVIEW ONLY)**

A. Resolution 23-07: Waiver of Competitive Bid Requirements - Maintenance Van

DC VanKeulen discussed Resolution 23-07 Waiver of Competitive Bid Requirements- Maintenance Van. Commissioner Stringfellow moved and Commissioner Mitchell seconded to waive the Two-meeting rule. **MOTION CARRIED.** Commissioner Mitchell moved and Commissioner Coleman seconded to approve Resolution 23-07 as presented by staff. **MOTION CARRIED.**

B. Board Policy 3.21 Collection Account Processing

FD Robacker reviewed Board Policy 3.21 Collection Account Processing. All feedback and/or comments from the Board over the next two weeks will be included in revisions.

C. Graham Fire Master ILA

Chief Morrow discussed that staff from Graham Fire & Rescue and CPFR have been working to formalize several of our regional partnership initiatives. A master ILA between the two organizations was presented for first reading.

D. Graham Fire ILA- Addendum for Joint Communications, Outreach, and Public Education

Chief Morrow discussed the first Addendum to the Master ILA between Graham Fire and Central Pierce regarding joint communications, outreach and public education.

**CONSIDERATIONS AND REQUESTS**

A. Property Purchase: 2020 174<sup>th</sup> Street E.

DC VanKeulen requested permission to purchase the property located at 2020 174<sup>th</sup> Street E., Tacoma. Commissioner Stringfellow moved and Commissioner Mitchell seconded to approve the Fire Chief to sign and execute the Purchase and Sales Agreement for the real property located at 2020 174<sup>th</sup> Street E. as presented. **MOTION CARRIED**



**STAFF, LOCAL, FIREFIGHTERS' ASSOCIATION AND FIRE CHIEF REPORTS (For Information Only)**

The following divisions provided a written report in the packet:

- A. Finance/FD Robacker: FD Robacker reviewed the Finance Division Report, including the June Checkbook & Financial Reports.
- B. Prevention & Education/AC Berdan: AC Berdan reviewed the Prevention & Education Division Report.
- C. Safety/AC McKenzie: AC McKenzie reviewed the Safety Division Report.
- D. Deputy Chief's Report/DC VanKeulen: DC VanKeulen reviewed the Deputy Chief's Report.
- E. Fire Chief's Report/Chief Morrow: Chief Morrow reviewed the Fire Chief's Report.

L726 President Aaron James: Two upcoming memorial services - Aug. 13<sup>th</sup> is the Washington State Fallen Firefighter Memorial, and Sept. 16<sup>th</sup> is the National Fallen Firefighter Memorial in Colorado.

**CORRESPONDENCE**

- A. Employee Recognition: Chair Holm enjoyed seeing the correspondence from Staff.

**COMMISSIONER COMMENTS**

Chair Holm: Chair Holm had the opportunity to take a class at Graham Fire and Rescue. It was great to be there and interact.

Commissioner Stringfellow: Commissioner Stringfellow mentioned a Staff member who went above and beyond while providing services.

Commissioner Willis: Procedures such as Board Policy 3.31 Contacting District Legal Counsel is good to see. Thank you for all of the hard work and efforts.

Commissioner Coleman: Nothing to add.

Commissioner Mitchell: Everything is going well. Great job to everyone.

Ex-Officio Door: We are reviewing an enhanced funding for mobile response teams.

**ADJOURNMENT**

There being no further business, Commissioner Willis moved and Commissioner Mitchell seconded to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 5:57 p.m.

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MATTHEW HOLM  
CHAIR OF THE BOARD

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TANYA ROBACKER  
DISTRICT SECRETARY

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ARIEL PARAMAPOONYA  
RECORDER

## Central Pierce Fire & Rescue

Fund 686 & 687 Dept 006

Key Bank

Account No. XXXXXXXX0522

### Warrant Approval

In accordance with RCW 42.24 the following warrants have been authenticated and certified by the District's Auditing Officer, that the claims are a just, due, and paid obligation against Central Pierce Fire & Rescue and are being presented to the Board of Fire Commissioners for Board approval.

<u>Issue Date</u>	<u>Warrant Numbers</u>	<u>Amount</u>
07/20/2023 - 08/03/2023	AP00059198 -AP00059301	\$7,616,774.97
07/31/2023	PY00107762 -PY00107764	\$11,702.35
	Total	\$7,628,477.32

Dustin Morrow  
Fire Chief

Matt Holm  
Chair

Steve Stringfellow  
Commissioner

Rich Coleman  
Commissioner

Bob Willis  
Commissioner

Dale Mitchell  
Commissioner

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00059198	CPFR	Central Pierce Fire & Rescu	07/20/23	10,461.04	MW	IS	
AP CHK 00059199	COMPCEIL	JUSTIN UTHMAN	07/20/23	13,200.00	MW	IS	
AP CHK 00059200	VECAELEC	VECA ELECTRIC & TECHNOLOGIE	07/20/23	21,866.96	MW	IS	
AP CHK 00059201	VERIWIRE	Verizon Wireless	07/20/23	3,288.55	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	48,816.55	Number of Checks Processed:	4
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 48,816.55

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/20/2023  
End Date: 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
JUSTIN UTHMAN (COMPCEIL)					
	071423	07/14/2023	13,200.00	STATION 62 CEILING AND TILES	3016022250 54801
TOTAL FOR CHECK AP 00059199:			13,200.00		
PIERCE COUNTY FIRE PROT DIST # (CPFR)					
	072023B	07/20/2023	10,461.04	07/20/2023 AP EFTS	301 21110
TOTAL FOR CHECK AP 00059198:			10,461.04		
VECA ELECTRIC & TECHNOLOGIES, (VECAELEC)					
	118817	06/30/2023	21,866.96	STATION 62 VECA CAMERA SYSTEM	3016022250 54801
TOTAL FOR CHECK AP 00059200:			21,866.96		
VERIZON WIRELESS (VERIWIRE)					
	9937824556	06/21/2023	3,288.55	CP-VERIZON CELL BOOSTER-BENARO	3012002210 53501
TOTAL FOR CHECK AP 00059201:			3,288.55		
REPORT TOTAL:			48,816.55		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00059202	AHLECRS	AHLERS CRESSMAN & SLEIGHT P	07/20/23	1,575.00	MW	IS	
AP CHK 00059203	ALASMARI	ALASKA MARINE CONSULTING	07/20/23	11,000.00	MW	IS	
AP CHK 00059204	BIGJOHNS	Big John's Trophies Inc	07/20/23	167.35	MW	IS	
AP CHK 00059205	BROOLUMB	Brookdale Lumber Inc	07/20/23	24.07	MW	IS	
AP CHK 00059206	CPFR	Central Pierce Fire & Rescu	07/20/23	653,659.90	MW	IS	
AP CHK 00059207	CONNBUSI	Connell's Business System	07/20/23	413.57	MW	IS	
AP CHK 00059208	DIVERESC	DIVE RESCUE INTERNATIONAL I	07/20/23	166.86	MW	IS	
AP CHK 00059209	ELMHMUTU	Elmhurst Mutual Power & Lig	07/20/23	127.80	MW	IS	
AP CHK 00059210	GALLS	Galls Incorporated	07/20/23	139.83	MW	IS	
AP CHK 00059211	GENSCO	GENSCO	07/20/23	1,044.91	MW	IS	
AP CHK 00059212	IPACCESS	IP ACCESS INTERNATIONAL LLC	07/20/23	15,658.50	MW	IS	
AP CHK 00059213	BOUC09170	Joseph Bouchard	07/20/23	1,356.30	MW	IS	
AP CHK 00059214	LANDRECO	Land Recovery Inc	07/20/23	143.69	MW	IS	
AP CHK 00059215	LIGHUNIF	LIGHTHOUSE UNIFORMS	07/20/23	2,040.06	MW	IS	
AP CHK 00059216	NEXTSTEP	NEXT STEP APPAREL	07/20/23	8,920.65	MW	IS	
AP CHK 00059217	PAPEMACH	PAPE MACHINERY	07/20/23	2,353.94	MW	IS	
AP CHK 00059218	PRINSOLU	PRINT SOLUTIONS INC	07/20/23	6,562.44	MW	IS	
AP CHK 00059219	PSHARDWA	PUGET SOUND HARDWARE INC	07/20/23	6,081.92	MW	IS	
AP CHK 00059220	SUMMWATE	Summit Water Company	07/20/23	479.23	MW	IS	
AP CHK 00059221	ULIN	ULINE INC	07/20/23	4,935.65	MW	IS	
AP CHK 00059222	VALKCONS	VALKYRIE CONSTRUCTION LLC	07/20/23	18,285.05	MW	IS	
AP CHK 00059223	VERIWIRE	Verizon Wireless	07/20/23	3,289.89	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====								
S U B T O T A L S:								
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		738,426.61		Number of Checks Processed:		22
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled		0.00		Number of Checks Processed:		0
		Total EFTs		0.00		Number of EFTs Processed:		0
		Total EPAYs		0.00		Number of EPAYs Processed:		0
		S U B T O T A L		738,426.61				

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
AHLERS CRESSMAN & SLEIGHT PLLC (AHLECRE)					
	91033	06/30/2023	1,575.00	JUN'23 LEGAL CEDAR SPRINGS	0012002210 54151
TOTAL FOR CHECK AP 00059202:			1,575.00		
ALASKA MARINE CONSULTING (ALASMARI)					
	052423	05/24/2023	11,000.00	JET BOAT OPER. COURSE (3 STUDE	0013302685 54921
TOTAL FOR CHECK AP 00059203:			11,000.00		
BIG JOHN'S TROPHIES INC (BIGJOHNS)					
	151589	07/13/2023	167.35	1 ea name plates	0012322240 53501
TOTAL FOR CHECK AP 00059204:			167.35		
BROOKDALE LUMBER INC (BROOLUMB)					
	440007	07/07/2023	11.90	propane	0016012250 53141
	440095	07/14/2023	12.17	69 propane	0016012250 53141
TOTAL FOR CHECK AP 00059205:			24.07		
CONNELL'S BUSINESS SYSTEM (CONNBUSI)					
	60189	07/06/2023	250.08	69 SERVICE OF BROTHER MFC9330C	0012102215 54811
	60192	07/07/2023	163.49	CS DRUM REPLACEMENT	0012042254 53141
TOTAL FOR CHECK AP 00059207:			413.57		
DIVE RESCUE INTERNATIONAL INC (DIVERESC)					
	INV192082	04/13/2023	166.86	SWR COMBO KIT - SWRI AND SWRII	0013302685 53141
TOTAL FOR CHECK AP 00059208:			166.86		
ELMHURST MUTUAL POWER & LIGHT (ELMHMUTU)					
	62-230712	07/12/2023	127.80	#5147 STN62 JUNE ELECTRICITY	0016022250 54731
TOTAL FOR CHECK AP 00059209:			127.80		
GALLS INCORPORATED (GALLS)					
	025038381	07/12/2023	139.83	BLUE NOMEX PANTS	0012042254 52011
TOTAL FOR CHECK AP 00059210:			139.83		
GENSCO (GENSCO)					
	856466977	07/11/2023	304.19	GPF HP8 20 20 2 MERV8 20x20x2	0012042254 53141
	856466977	07/11/2023	26.22	GPF HP8 20 24 2 MERV8 20x24x2	0012042254 53141
	856466977	07/11/2023	63.79	GPF HP8 10 20 2 MERV8 10x20x2	0012042254 53141
	856466977	07/11/2023	119.81	GPF HP8 20 25 2 MERV8 20x25x2	0012042254 53141
	856466977	07/11/2023	40.11	GPF HP8 16 20 2 MERV8 16x20x2	0012042254 53141
	856466977	07/11/2023	58.73	GPF HP8 10 24 2 MERV8 10x24x2	0012042254 53141
	856466977	07/11/2023	55.77	GPF HP8 10 22 2 MERV8 10x22x2	0012042254 53141
	856466977	07/11/2023	18.61	CSF 062406 GPF HP8 10 26 2 MER	0012042254 53141
	856466977	07/11/2023	265.87	CSF 062407 GPF HP8 9.5 11.5 1	0012042254 53141
	856466977	07/11/2023	76.04	CSF 062408 GPF HP8 9.5 19.5 1	0012042254 53141
	856466977	07/11/2023	15.77	CSF 062409 GPF HP8 9.5 14.5 1	0012042254 53141
TOTAL FOR CHECK AP 00059211:			1,044.91		
IP ACCESS INTERNATIONAL LLC (IPACCESS)					
	09027687	06/09/2023	11,455.40	DEJ-GATEWAY-M6E6F 1U DEJERO	0012049422 56411
	09027687	06/09/2023	3,484.80	DEJ-SBT CORE SOFTWARE LICENSE	0012049422 56411
	09027687	06/09/2023	718.30	MISC HARDWARE- DEJERO 12 6-INC	0012049422 56411
TOTAL FOR CHECK AP 00059212:			15,658.50		



**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
JOSEPH BOUCHARD (BOUC09170)						
	071423	07/14/2023	1,356.30	04/2023-06/2023 TUITION RMB	0012002210	54925
TOTAL FOR CHECK AP 00059213:			1,356.30			
LAND RECOVERY (LANDRECO)						
	39291	06/30/2023	143.69	JUN29 TRAINING DUMP RUN	0012302240	54741
TOTAL FOR CHECK AP 00059214:			143.69			
LIGHTHOUSE UNIFORMS (LIGHUNIF)						
	A313958	07/06/2023	1,050.28	NAME PLATES - LATERAL FF	0012042254	52020
	A314526	07/14/2023	989.78	UNIFORM SHOES X4	0012042254	52020
TOTAL FOR CHECK AP 00059215:			2,040.06			
NEXT STEP APPAREL (NEXTSTEP)						
	230474	05/24/2023	39.05	BLUE/SILVER VELCRO NAME TAGS	0012042254	52011
	230496	06/07/2023	2,075.94	Navy Port & Company - Port &	0012042254	52014
	230496	06/07/2023	820.25	Navy Port & Company - Port &	0012042254	52014
	230496	06/07/2023	44.04	Re-Set of existing art - 1 pe	0012042254	52014
	230496	06/07/2023	2,328.95	Navy Port & Company - Port &	0012042254	52014
	230496	06/07/2023	489.83	True Navy Sport-Tek - Sport-Te	0012042254	52014
	230496	06/07/2023	22.02	Re-Set of existing art - 1 pe	0012042254	52014
	230496	06/07/2023	451.41	Jet Black Port & Company - Por	0012042254	52014
	230496	06/07/2023	297.27	Black Sport-Tek - Sport-Tek	0012042254	52014
	230496	06/07/2023	33.02	Color Change	0012042254	52014
	230565	06/28/2023	341.00	NAVY LARGE-TALL TEE SHIRTS	0012042254	52014
	230571	06/29/2023	1,144.00	FIREFIGHTER TRUCKER HATS	0012042254	52011
	230571	06/29/2023	157.30	black ss + COLOR CHG	0012042254	52014
	230589	07/07/2023	21.47	sew on tame tags	0012042254	52011
	230590	06/26/2023	572.52	SCREEN TEE SHIRTS	0012042254	52014
	230641	07/07/2023	66.06	4- POLO SHIRTS	0012042254	52011
	230642	07/07/2023	16.52	black job shirt that	0012042254	52011
TOTAL FOR CHECK AP 00059216:			8,920.65			
PAPE MACHINERY (PAPEMACH)						
	215196401	01/30/2023	(6,578.10)	TELEHANDLER FOR TECHINICAL RES	0012302240	54502
	215196401	01/30/2023	(75.00)	DELIVERY CHARGE	0012302240	54502
	215196401	01/30/2023	(75.00)	PICK UP CHARGE	0012302240	54502
	215196401	01/30/2023	(1,080.00)	LOSS OR DAMAGE WAIVER	0012302240	54502
	215396700	06/28/2023	4,876.00	TRNG TELEHANDLER RENTAL	0012302240	54502
	2681477	06/04/2023	2,601.58	FL93-1, ANNUAL PM	0016502265	54820
	2683814	06/04/2023	2,684.46	FL12-1, ANNUAL INSPECTION & SE	0016502265	54820
TOTAL FOR CHECK AP 00059217:			2,353.94			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	072023	07/20/2023	72,694.12	Q2 2023 PAID SICK LEAVE	001	23148
	072023	07/20/2023	0.11	Q2 2023 PAID SICK LEAVE	0013002220	52019
	072023	07/20/2023	36,553.92	Q2 2023 PAID SICK LEAVE	101	23148
	072023B	07/20/2023	541,769.31	07/20/2023 AP EFTS	001	21110
	072023B	07/20/2023	2,642.44	07/20/2023 AP EFTS	101	21110
TOTAL FOR CHECK AP 00059206:			653,659.90			

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/20/2023

End Date: 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
PRINT SOLUTIONS, INC (PRINSOLU)					
	114201	05/20/2023	394.90	S0 PRINT JOB 54941	0013302685 54941
	114580	06/10/2023	71.50	60A ARIEL- LEADERSHIP HANDOUT	0012002210 54941
	114992	06/25/2023	2,530.00	PE 30,000 STICKERS	0014002230 54941
	115167	06/30/2023	2,530.00	PE COURTNEY - FUTURE FIREFIGHT	0014002230 54941
	115471	07/13/2023	1,036.04	SO- FARRIS - SOG5 BOOKS	0013302685 54941
TOTAL FOR CHECK AP 00059218:			6,562.44		
PUGET SOUND HARDWARE INC (PSHARDWA)					
	11316	06/28/2023	4,992.90	ALL DOOR LOCK AND PORTAL SOFTW	0012042254 54801
	11343	07/06/2023	1,045.02	EMS FRANZ- SB-EMS	1013402680 53141
	11343	07/06/2023	44.00	SHIPPING	1013402680 53141
TOTAL FOR CHECK AP 00059219:			6,081.92		
SUMMIT WATER COMPANY (SUMMWATE)					
	67-230710	07/10/2023	158.71	#1312200001 STN67 WATER CHG	0016072250 54711
	67T-230710	07/10/2023	320.52	#1312250001 67TWR WATER CHGS	0016472250 54711
TOTAL FOR CHECK AP 00059220:			479.23		
ULINE (ULIN)					
	165805264	07/11/2023	5,114.01	63 SHELVING PROJECT	0012042254 53501
	166128360	07/18/2023	(178.36)	RETURN PALLET BARS	0012042254 53501
TOTAL FOR CHECK AP 00059221:			4,935.65		
VALKYRIE CONSTRUCTION LLC (VALKCONS)					
	1287	07/05/2023	16,571.34	STATION 68 APRON REPAIR	0012042254 54801
	1287	07/05/2023	1,713.71	CO ADDT'L CONCRETE NEEDED 68	0012042254 54801
TOTAL FOR CHECK AP 00059222:			18,285.05		
VERIZON WIRELESS (VERIWIRE)					
	9937824554	06/21/2023	799.78	#74200269700001 JUNE SVC CHGS	0012102215 54202
	9937824556	06/21/2023	837.27	#74200269700004 JUNE SVC CHGS	0012102215 54202
	9937824557	06/21/2023	767.66	#74200269700005 JUNE SVC CHG	0012102215 54202
	9937824558	06/21/2023	885.18	#74200269700006 JUNE SVC CHGS	0012102215 54202
TOTAL FOR CHECK AP 00059223:			3,289.89		
REPORT TOTAL:			738,426.61		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00059224	CALISTAT	CALIFORNIA STATE DISBURSEME	07/27/23	1,202.00	MW	IS	
AP CHK 00059225	CPFR	Central Pierce Fire & Rescu	07/27/23	962,314.25	MW	IS	
AP CHK 00059226	VOID.CONTINU	Void - Continued Stub	07/27/23	0.00	VM	VD	Void
AP CHK 00059227	CPFR	Central Pierce Fire & Rescu	07/27/23	4,778,111.44	MW	IS	
AP CHK 00059228	GET	Guaranteed Education Tuitio	07/27/23	509.00	MW	IS	
AP CHK 00059229	OPEIU	Office & Professional Emplo	07/27/23	1,466.16	MW	IS	
AP CHK 00059230	TACOPCCH	Tacoma Pierce County Chapla	07/27/23	3,529.00	MW	IS	
AP CHK 00059231	UNITWAY	United Way	07/27/23	35.00	MW	IS	
AP CHK 00059232	BENESOLU	WCIF	07/27/23	3,856.84	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	1
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	5,751,023.69	Number of Checks Processed:	8
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 5,751,023.69

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
CALIFORNIA STATE DISBURSEMENT (CALISTAT)						
	2607/2301007	07/27/2023	1,202.00	JULY PAYROLL	001	23191
TOTAL FOR CHECK AP 00059224:			1,202.00			
GUARANTEED EDUCATION TUITION (GET)						
	2840/2301007	07/27/2023	88.34	JULY PAYROLL	001	23189
	2840/2301007	07/27/2023	420.66	JULY PAYROLL	101	23189
TOTAL FOR CHECK AP 00059228:			509.00			
OFFICE & PROFESSIONAL EMPLOYEE (OPEIU)						
	2302/2301007	07/27/2023	1,391.66	JULY PAYROLL	001	23162
	2302/2301007	07/27/2023	74.50	JULY PAYROLL	101	23162
TOTAL FOR CHECK AP 00059229:			1,466.16			
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	072723	07/27/2023	601,902.20	JULY PY VENDOR EFT	001	21110
	072723	07/27/2023	360,412.05	JULY PY VENDOR EFT	101	21110
TOTAL FOR CHECK AP 00059225:			962,314.25			
	1002/2301007	07/27/2023	967.36	JULY PAYROLL	001	23151
	1003/2301007	07/27/2023	46,017.62	JULY PAYROLL	001	23151
	1003/2301007	07/27/2023	21,387.80	JULY PAYROLL	101	23151
	1101/2301007	07/27/2023	73,993.07	JULY PAYROLL	101	23153
	1101/2301007	07/27/2023	143,411.40	JULY PAYROLL	001	23153
	1110/2301007	07/27/2023	27,894.32	JULY PAYROLL	001	23154
	1110/2301007	07/27/2023	2,506.75	JULY PAYROLL	101	23154
	1111/2301007	07/27/2023	7,151.63	JULY PAYROLL	001	23154
	1201/2301007	07/27/2023	4,513.50	JULY PAYROLL	001	23153
	1201/2301007	07/27/2023	2,108.81	JULY PAYROLL	101	23153
	1210/2301007	07/27/2023	12.00	JULY PAYROLL	001	23154
	1211/2301007	07/27/2023	2.16	JULY PAYROLL	001	23154
	1450/2301007	07/27/2023	10,255.32	JULY PAYROLL	001	23170
	1450/2301007	07/27/2023	400.00	JULY PAYROLL	101	23170
	1453/2301007	07/27/2023	258.00	JULY PAYROLL	101	23170
	1453/2301007	07/27/2023	96.00	JULY PAYROLL	001	23170
	1454/2301007	07/27/2023	17,682.00	JULY PAYROLL	001	23170
	1454/2301007	07/27/2023	13,472.00	JULY PAYROLL	101	23170
	1459/2301007	07/27/2023	5,473.00	JULY PAYROLL	001	23176
	1459/2301007	07/27/2023	421.00	JULY PAYROLL	101	23176
	1462/2301007	07/27/2023	571.01	JULY PAYROLL	101	23176
	1462/2301007	07/27/2023	3,360.39	JULY PAYROLL	001	23176
	1463/2301007	07/27/2023	400.00	JULY PAYROLL	101	23177
	1463/2301007	07/27/2023	5,628.00	JULY PAYROLL	001	23177
	1464/2301007	07/27/2023	51,291.00	JULY PAYROLL	001	23177
	1464/2301007	07/27/2023	36,627.00	JULY PAYROLL	101	23177
	1465/2301007	07/27/2023	99.00	JULY PAYROLL	101	23177
	1465/2301007	07/27/2023	125.00	JULY PAYROLL	001	23177
	2001/2301007	07/27/2023	391,860.19	JULY PAYROLL	001	23150
	2001/2301007	07/27/2023	187,028.87	JULY PAYROLL	101	23150
	2002/2301007	07/27/2023	967.36	JULY PAYROLL	001	23151

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	2003/2301007	07/27/2023	46,280.39	JULY PAYROLL	001	23151
	2003/2301007	07/27/2023	21,479.16	JULY PAYROLL	101	23151
	2101/2301007	07/27/2023	119,087.05	JULY PAYROLL	101	23153
	2101/2301007	07/27/2023	230,811.02	JULY PAYROLL	001	23153
	2110/2301007	07/27/2023	18,893.26	JULY PAYROLL	001	23154
	2110/2301007	07/27/2023	1,697.87	JULY PAYROLL	101	23154
	2111/2301007	07/27/2023	5,641.50	JULY PAYROLL	001	23154
	2201/2301007	07/27/2023	7,264.87	JULY PAYROLL	001	23153
	2201/2301007	07/27/2023	3,394.35	JULY PAYROLL	101	23153
	2408/2301007	07/27/2023	157.30	JULY PAYROLL	001	23158
	2413/2301007	07/27/2023	69.29	JULY PAYROLL	001	23158
	2414/2301007	07/27/2023	28.40	JULY PAYROLL	001	23158
	2416/2301007	07/27/2023	42.80	JULY PAYROLL	001	23158
	2450/2301007	07/27/2023	33,475.66	JULY PAYROLL	001	23170
	2450/2301007	07/27/2023	24,642.00	JULY PAYROLL	101	23170
	2455/2301007	07/27/2023	682.65	JULY PAYROLL	101	23172
	2455/2301007	07/27/2023	1,758.35	JULY PAYROLL	001	23172
	2459/2301007	07/27/2023	6,244.71	JULY PAYROLL	001	23176
	2459/2301007	07/27/2023	2,006.00	JULY PAYROLL	101	23176
	2463/2301007	07/27/2023	55,107.79	JULY PAYROLL	101	23177
	2463/2301007	07/27/2023	72,947.81	JULY PAYROLL	001	23177
	2464/2301007	07/27/2023	41,921.02	JULY PAYROLL	001	23172
	2464/2301007	07/27/2023	34,684.63	JULY PAYROLL	101	23172
	2600/2301007	07/27/2023	188.01	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	170.75	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	1,305.48	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	421.08	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	269.89	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	205.83	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	78.75	JULY PAYROLL	001	23191
	2600/2301007	07/27/2023	1,715.72	JULY PAYROLL	101	23191
	2600/2301007	07/27/2023	1,159.01	JULY PAYROLL	101	23191
	2600/2301007	07/27/2023	619.11	JULY PAYROLL	101	23191
	2600/2301007	07/27/2023	462.38	JULY PAYROLL	101	23191
	2600/2301007	07/27/2023	1,052.61	JULY PAYROLL	101	23191
	2600/2301007	07/27/2023	2,321.25	JULY PAYROLL	101	23191
	2805/2301007	07/27/2023	500.01	JULY PAYROLL	001	23174
	2814/2301007	07/27/2023	110.19	JULY PAYROLL	001	23174
	2814/2301007	07/27/2023	278.28	JULY PAYROLL	101	23174
	2816/2301007	07/27/2023	5,924.67	JULY PAYROLL	101	23178
	2816/2301007	07/27/2023	9,118.37	JULY PAYROLL	001	23178
	2817/2301007	07/27/2023	1,629.86	JULY PAYROLL	001	23178
	2817/2301007	07/27/2023	3,179.74	JULY PAYROLL	101	23178
	2818/2301007	07/27/2023	1,087.16	JULY PAYROLL	101	23178
	2818/2301007	07/27/2023	865.63	JULY PAYROLL	001	23178
	2819/2301007	07/27/2023	16.90	JULY PAYROLL	001	23178
	2819/2301007	07/27/2023	64.99	JULY PAYROLL	101	23178

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023  
**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	2820/2301007	07/27/2023	29.15	JULY PAYROLL	101	23178
	2820/2301007	07/27/2023	7.58	JULY PAYROLL	001	23178
	2901/2301007	07/27/2023	623,395.51	JULY PAYROLL	001	23199
	2901/2301007	07/27/2023	222,793.24	JULY PAYROLL	101	23199
	2902/2301007	07/27/2023	329,906.61	JULY PAYROLL	101	23199
	2902/2301007	07/27/2023	851,086.24	JULY PAYROLL	001	23199
	2903/2301007	07/27/2023	274,144.53	JULY PAYROLL	001	23199
	2903/2301007	07/27/2023	147,318.30	JULY PAYROLL	101	23199
	2904/2301007	07/27/2023	105,555.98	JULY PAYROLL	101	23199
	2904/2301007	07/27/2023	197,168.71	JULY PAYROLL	001	23199
	2905/2301007	07/27/2023	119,210.24	JULY PAYROLL	001	23199
	2905/2301007	07/27/2023	40,461.60	JULY PAYROLL	101	23199
	2906/2301007	07/27/2023	28,124.27	JULY PAYROLL	101	23199
	2906/2301007	07/27/2023	21,864.37	JULY PAYROLL	001	23199
<b>TOTAL FOR CHECK AP 00059227:</b>			<u>4,778,111.44</u>			
<b>TOTAL FOR PIERCE COUNTY FIRE</b>			5,740,425.69			
<b>TACOMA PIERCE COUNTY CHAPLAINC (TACOPCCH)</b>						
	2806/2301007	07/27/2023	2,253.28	JULY PAYROLL	001	23187
	2806/2301007	07/27/2023	1,275.72	JULY PAYROLL	101	23187
<b>TOTAL FOR CHECK AP 00059230:</b>			<u>3,529.00</u>			
<b>UNITED WAY (UNITWAY)</b>						
	2801/2301007	07/27/2023	21.22	JULY PAYROLL	001	23186
	2801/2301007	07/27/2023	13.78	JULY PAYROLL	101	23186
<b>TOTAL FOR CHECK AP 00059231:</b>			<u>35.00</u>			
<b>WCIF (BENESOLU)</b>						
	1460/2301007	07/27/2023	3,170.16	JULY PAYROLL	001	23157
	1460/2301007	07/27/2023	354.30	JULY PAYROLL	101	23157
	2710/2301007	07/27/2023	164.70	JULY PAYROLL	001	23155
	2712/2301007	07/27/2023	144.72	JULY PAYROLL	001	23155
	2712/2301007	07/27/2023	16.08	JULY PAYROLL	101	23155
	2715/2301007	07/27/2023	6.88	JULY PAYROLL	001	23155
<b>TOTAL FOR CHECK AP 00059232:</b>			<u>3,856.84</u>			
<b>REPORT TOTAL:</b>			<u>5,751,023.69</u>			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00059233	CPFR	Central Pierce Fire & Rescu	07/27/23	3,316.21	MW	IS	
AP CHK 00059234	VERIWIRE	Verizon Wireless	07/27/23	110.56	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	3,426.77	Number of Checks Processed:	2
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 3,426.77

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/27/2023  
End Date: 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	072723B	07/27/2023	3,316.21	07/27/2023 AP EFTS	301	21110
TOTAL FOR CHECK AP 00059233:			3,316.21			
VERIZON WIRELESS (VERIWIRE)						
	9937824559	06/21/2023	110.56	CP-VERIZON CELL BOOSTER-BENARO	3012002210	53501
TOTAL FOR CHECK AP 00059234:			110.56			
REPORT TOTAL:			3,426.77			



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00059235	INTETELE	ALLSTREAM BUSINESS US INC	07/27/23	1,766.87	MW	IS	
AP CHK 00059236	BENACOMP	BENEROYA CAPITAL COMPANY LL	07/27/23	47,357.03	MW	IS	
AP CHK 00059237	ELFE0524	BENJAMIN ELFERT	07/27/23	71.13	MW	IS	
AP CHK 00059238	BROOLUMB	Brookdale Lumber Inc	07/27/23	18.64	MW	IS	
AP CHK 00059239	CENEHARV	Cenex Harvest States Inc	07/27/23	1,192.06	MW	IS	
AP CHK 00059240	CPFR	Central Pierce Fire & Rescu	07/27/23	55,182.83	MW	IS	
AP CHK 00059241	COMCAST	COMCAST	07/27/23	231.92	MW	IS	
AP CHK 00059242	CURBPLAS	CURBELL PLASTICS	07/27/23	750.84	MW	IS	
AP CHK 00059243	DEPTLABO	Department of Labor & Indus	07/27/23	474,436.19	MW	IS	
AP CHK 00059244	GALLS	Galls Incorporated	07/27/23	168.41	MW	IS	
AP CHK 00059245	GENSCO	GENSCO	07/27/23	157.84	MW	IS	
AP CHK 00059246	JJAUTO	J & J AUTO REPAIR & TOWING	07/27/23	432.40	MW	IS	
AP CHK 00059247	JELCO	JELCO	07/27/23	3,424.00	MW	IS	
AP CHK 00059248	KELLCONN	KELLEY IMAGING SYSTEMS INC	07/27/23	437.16	MW	IS	
AP CHK 00059249	LANDRECO	Land Recovery Inc	07/27/23	141.91	MW	IS	
AP CHK 00059250	LIGHUNIF	LIGHTHOUSE UNIFORMS	07/27/23	2,721.90	MW	IS	
AP CHK 00059251	PAPEMACH	PAPE MACHINERY	07/27/23	64.00	MW	IS	
AP CHK 00059252	PCBUDGET	PC Budget and Finance	07/27/23	3,520.00	MW	IS	
AP CHK 00059253	PSENERGY	Puget Sound Energy	07/27/23	637.09	MW	IS	
AP CHK 00059254	PUYFIREX	PUYALLUP FIRE EXTRICATION T	07/27/23	94,400.00	MW	IS	
AP CHK 00059255	TAYL07290	ROBERT TAYLOR	07/27/23	370.00	MW	IS	
AP CHK 00059256	SAFEKLEE	SAFETY-KLEEN SYSTEMS INC	07/27/23	1,936.65	MW	IS	
AP CHK 00059257	HOMEPRO	THE HOME DEPOT PRO	07/27/23	879.69	MW	IS	
AP CHK 00059258	VERIWIRE	Verizon Wireless	07/27/23	3,439.07	MW	IS	
AP CHK 00059259	WHOLONLI	WHOLESALE ONLINE GROUP	07/27/23	7,131.03	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
S U B T O T A L S:								
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		700,868.66		Number of Checks Processed:		25
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled		0.00		Number of Checks Processed:		0
		Total EFTs		0.00		Number of EFTs Processed:		0
		Total EPAYs		0.00		Number of EPAYs Processed:		0
		S U B T O T A L		700,868.66				

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/27/2023

End Date: 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
BENEROYA CAPITAL COMPANY LLC (BENACOMP)						
	072023	07/20/2023	17,206.65	AUG ANTICIPATED CAM CHARGES	0012002210	54911
	072023	07/20/2023	30,150.38	AUG BENAROYA RENT	0012009122	57000
TOTAL FOR CHECK AP 00059236:			47,357.03			
BENJAMIN ELFERT (ELFE0524)						
	072023	07/20/2023	71.13	BOATER EDUCATION CARD	0013302685	54921
TOTAL FOR CHECK AP 00059237:			71.13			
BROOKDALE LUMBER INC (BROOLUMB)						
	440149	07/19/2023	8.54	61 PROPANE	0016012250	53141
	440261	07/26/2023	10.10	PROPANE	0016012250	53141
TOTAL FOR CHECK AP 00059238:			18.64			
CENEX HARVEST STATES INC (CENEHARV)						
	341894	07/12/2023	1,192.06	#124242 TC JUL12 PROPANE CHG	0016172250	54705
TOTAL FOR CHECK AP 00059239:			1,192.06			
COMCAST (COMCAST)						
	070323	07/03/2023	231.92	#8498350232190240 FC COMM CONN	0012102215	54202
TOTAL FOR CHECK AP 00059241:			231.92			
CURBELL PLASTICS (CURBPLAS)						
	91663810	07/14/2023	750.84	WSI 140-PVCEXP,WHT,0.236x11x14	0012042254	53141
TOTAL FOR CHECK AP 00059242:			750.84			
DEPARTMENT OF LABOR & INDUSTRI (DEPTLABO)						
	072723	07/27/2023	287,517.98	Q2-23 L&I PAYMENT	001	23152
	072723	07/27/2023	582.63	Q2-23 L&I PAYMENT	0013002220	52005
	072723	07/27/2023	186,335.58	Q2-23 L&I PAYMENT	101	23152
TOTAL FOR CHECK AP 00059243:			474,436.19			
GALLS INCORPORATED (GALLS)						
	025018855	07/10/2023	168.41	DFM FT2181 BLK 10.5 W MENS 6 I	0012042254	52011
TOTAL FOR CHECK AP 00059244:			168.41			
GENSCO (GENSCO)						
	856548397	07/25/2023	157.84	12-MERV8 16x24x1 Pleated Filte	0016042250	53141
TOTAL FOR CHECK AP 00059245:			157.84			
INTEGRA TELECOM (INTETELE)						
	19680926	07/08/2023	792.69	#637153 JUL SVC CHGS	0012102215	54202
	19690314	07/11/2023	974.18	#727925 JUL SVC CHGS	0012102215	54202
TOTAL FOR CHECK AP 00059235:			1,766.87			
J & J AUTO REPAIR & TOWING (JJAUTO)						
	23192CP	07/20/2023	432.40	TRNG HULK VEH DEL/PICKUP (2)	0012302240	53141
TOTAL FOR CHECK AP 00059246:			432.40			
JELCO (JELCO)						
	0000793035	06/30/2023	2,969.00	PE ELU-46LT 1.00000	0014002230	53501
	0000793035	06/30/2023	132.00	PE EL-202 1.00000	0014002230	53501
	0000793035	06/30/2023	323.00	PE FRT	0014002230	53501
TOTAL FOR CHECK AP 00059247:			3,424.00			
KELLEY IMAGING SYSTEMS INC (KELLCONN)						

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	IN1356765	06/30/2023	437.16	Q3-23 STATION 60/PCFTC TOSHIBA	0012322240	54813
<b>TOTAL FOR CHECK AP 00059248:</b>			437.16			
<b>LAND RECOVERY (LANDRECO)</b>						
	0102480958	07/20/2023	141.91	JUL20 STN64 DUMP RUN	0012042254	54741
<b>TOTAL FOR CHECK AP 00059249:</b>			141.91			
<b>LIGHTHOUSE UNIFORMS (LIGHUNIF)</b>						
	A314528	07/14/2023	2,721.90	UNIFORM SHOES X11	0012042254	52020
<b>TOTAL FOR CHECK AP 00059250:</b>			2,721.90			
<b>PAPE MACHINERY (PAPEMACH)</b>						
	215396800	06/29/2023	64.00	JUN'23 TRNG EQUIP RENTAL	0012302240	54502
<b>TOTAL FOR CHECK AP 00059251:</b>			64.00			
<b>PC BUDGET AND FINANCE (PCBUDGET)</b>						
	CI336565	07/10/2023	100.00	RECERTIFICATION FEES FOR KLUBE	1013402680	54922
	CI336565	07/10/2023	240.00	RECERTIFICAATION FEES FOR	1013402680	54922
	CI336565	07/10/2023	50.00	REISSUE CERTIFICATION FEES FOR	1013402680	54922
	CI336565	07/10/2023	35.00	RECERTIFICATION FEES FOR MCKIN	1013402680	54922
	CI336565	07/10/2023	35.00	RECERTIFICATION FEES FOR ANDER	1013402680	54922
	CI336565	07/10/2023	1,380.00	RECERTIFICATION FEES FOR ANDER	1013402680	54922
	CI336565	07/10/2023	800.00	RECERTIFICATION FEES FOR ARORO	1013402680	54922
	CI336565	07/10/2023	800.00	RECERTIFICATION FEES FOR WAGNE	1013402680	54922
	CI336565	07/10/2023	80.00	RECERTIFICATION FEES FOR HUDSP	1013402680	54922
<b>TOTAL FOR CHECK AP 00059252:</b>			3,520.00			
<b>PIERCE COUNTY FIRE PROT DIST # (CPFR)</b>						
	072723B	07/27/2023	50,944.01	07/27/2023 AP EFTS	001	21110
	072723B	07/27/2023	17.18	07/27/2023 AP EFTS	015	21110
	072723B	07/27/2023	4,221.64	07/27/2023 AP EFTS	101	21110
<b>TOTAL FOR CHECK AP 00059240:</b>			55,182.83			
<b>PUGET SOUND ENERGY (PSENERGY)</b>						
	60-230711	07/11/2023	156.83	#220013518166 STN60 JUN NATGAS	0016002250	54701
	63-230707	07/07/2023	106.37	#220012344424 STN63 JUN NATGAS	0016032250	54701
	64-230712	07/12/2023	85.84	#200022454991 STN64 JUN NATGAS	0016042250	54701
	65-230710	07/10/2023	147.68	#200012556508 STN65 JUN NATGAS	0016052250	54701
	67-230707	07/07/2023	88.80	#200005777707 STN67 JUN NATGAS	0016072250	54701
	TC-230707	07/07/2023	51.57	#200014257659 TC JUNE NATGAS	0016172250	54701
<b>TOTAL FOR CHECK AP 00059253:</b>			637.09			
<b>PUYALLUP FIRE EXTRICATION TEAM (PUYFIREX)</b>						
	2023011	03/27/2023	94,400.00	JUN STRUCTURAL COLLAPSE CLASS	0013302685	54921
<b>TOTAL FOR CHECK AP 00059254:</b>			94,400.00			
<b>ROBERT TAYLOR (TAYL07290)</b>						
	20234553	07/26/2023	370.00	MAY5/FIREINSP/PD/ENGLEWOOD,CO	0014002230	54301
<b>TOTAL FOR CHECK AP 00059255:</b>			370.00			
<b>SAFETY-KLEEN SYSTEMS INC (SAFEKLEE)</b>						
	91924958	06/12/2023	1,372.20	AFF FOAM REMEDIATION PROJECT	0012502210	54191
	92090241	06/12/2023	564.45	AFF FOAM REMEDIATION PROJECT	0012502210	54191
<b>TOTAL FOR CHECK AP 00059256:</b>			1,936.65			

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/27/2023

End Date: 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>THE HOME DEPOT PRO (HOMEPRO)</b>					
	754077063	07/10/2023	(308.29)	RETURN ON P011018	0012052218 53198
	756022117	07/20/2023	169.65	TOILET BOWL CLEANER (EACH)	0012052218 53198
	756022117	07/20/2023	182.33	DISINFECTANT SPRAY (EACH)	0012052218 53198
	756022117	07/20/2023	154.47	WIPES,WYPALL (BOX)	0012052218 53198
	756022117	07/20/2023	181.09	DISH SOAP, 1GAL (EACH)	0012052218 53198
	756022117	07/20/2023	17.57	SPONGE, EXTRA LARGE (EACH)	0012052218 53198
	756022117	07/20/2023	310.92	LAUNDRY DETERGENT, 1GAL (EACH)	0012052218 53198
	756022117	07/20/2023	171.95	LINER, 40x46 (1.25MIL) (BOX)	0012052218 53198
<b>TOTAL FOR CHECK AP 00059257:</b>			879.69		
<b>VERIZON WIRELESS (VERIWIRE)</b>					
	9937824559	06/21/2023	1,979.51	CP-SIM CARDS FOR RIG CONNECT P	0012042254 54813
	9937824559	06/21/2023	1,459.56	#74200269700010 JUNE SVC CHGS.	0012102215 54202
<b>TOTAL FOR CHECK AP 00059258:</b>			3,439.07		
<b>WHOLESALE ONLINE GROUP (WHOLONLI)</b>					
	INV000703	04/23/2023	7,131.03	HELMET SHIELDS	0012502210 52010
<b>TOTAL FOR CHECK AP 00059259:</b>			7,131.03		
<b>REPORT TOTAL:</b>			700,868.66		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
PY CHK 00107762	COLE09210	COLEMAN, RICHARD A	07/31/23	577.58	MW	IS	PA	
PY CHK 00107763	COON03230	COONAN, KYLE	07/31/23	0.00	MW	IS	PA	
PY CHK 00107764	THOM10050	THOMPSON, WILLIAM M	07/31/23	11,124.77	MW	IS	PA	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	11,702.35	Number of Checks Processed:	3
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

G R A N D T O T A L 11,702.35

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00059260	CPFR	Central Pierce Fire & Rescu	08/03/23	8,621.55	MW	IS	
AP CHK 00059261	RAINWOOD	Rainier Wood Working Inc	08/03/23	39,494.38	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	48,115.93	Number of Checks Processed:	2
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 48,115.93

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 08/03/2023  
End Date: 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PIERCE COUNTY FIRE PROT DIST # (CPFR)						
	080323B	08/03/2023	8,621.55	08/03/2023 AP EFTS	301	21110
TOTAL FOR CHECK AP 00059260:			8,621.55			
RAINIER WOOD WORKING INC (RAINWOOD)						
	19102	07/27/2023	39,494.38	STATION 62 CABINET BOXES (5)	3016022250	53146
TOTAL FOR CHECK AP 00059261:			39,494.38			
REPORT TOTAL:			48,115.93			



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP CHK 00059262	ADVARESC	ADVANCED RESCUE SOLUTIONS	08/03/23	900.00	MW	IS	
AP CHK 00059263	ALLODDS	ALL ODDS & ENDS PAINTING	08/03/23	12,100.00	MW	IS	
AP CHK 00059264	ALOIPLUM	ALOISIO PLUMBING INC	08/03/23	2,325.26	MW	IS	
AP CHK 00059265	CPFR	Central Pierce Fire & Rescu	08/03/23	174,143.55	MW	IS	
AP CHK 00059266	CPFR	Central Pierce Fire & Rescu	08/03/23	13.07	MW	IS	
AP CHK 00059267	QWESINTE	CenturyLink Communications	08/03/23	8,888.40	MW	IS	
AP CHK 00059268	CHEVPUYA	CHEVROLET OF PUYALLUP	08/03/23	207.33	MW	IS	
AP CHK 00059269	CITYTACO	City of Tacoma, City Treasu	08/03/23	137.88	MW	IS	
AP CHK 00059270	COMCAST	COMCAST	08/03/23	20,764.52	MW	IS	
AP CHK 00059271	COMCAST	COMCAST	08/03/23	278.39	MW	IS	
AP CHK 00059272	DMRECYCL	D M Recycling Co Inc	08/03/23	719.29	MW	IS	
AP CHK 00059273	DELLMARK	Dell Marketing	08/03/23	2,009.98	MW	IS	
AP CHK 00059274	DIVERESC	DIVE RESCUE INTERNATIONAL I	08/03/23	166.86	MW	IS	
AP CHK 00059275	ELMHMUTU	Elmhurst Mutual Power & Lig	08/03/23	725.50	MW	IS	
AP CHK 00059276	FRUIMUTU	Fruitland Mutual Water Comp	08/03/23	769.03	MW	IS	
AP CHK 00059277	GALLS	Galls Incorporated	08/03/23	185.83	MW	IS	
AP CHK 00059278	GENETOWI	Gene's Towing Inc	08/03/23	825.75	MW	IS	
AP CHK 00059279	GRAHFIRE	Graham Fire & Rescue	08/03/23	19,300.36	MW	IS	
AP CHK 00059280	LIGHUNIF	LIGHTHOUSE UNIFORMS	08/03/23	40,527.39	MW	IS	
AP CHK 00059281	FLOHAWKS	LIQUID ENVIRONMENTAL SOLUTI	08/03/23	810.94	MW	IS	
AP CHK 00059282	MCLEHARD	McLendon Hardware	08/03/23	51.13	MW	IS	
AP CHK 00059283	MOUSELEC	MOUSER ELECTRONIC	08/03/23	139.40	MW	IS	
AP CHK 00059284	MURRDISP	Murrey's Disposal	08/03/23	1,053.58	MW	IS	
AP CHK 00059285	NEXTSTEP	NEXT STEP APPAREL	08/03/23	628.65	MW	IS	
AP CHK 00059286	PACIFITN	PACIFIC FITNESS PRODUCTS LL	08/03/23	621.95	MW	IS	
AP CHK 00059287	PAPEMACH	PAPE MACHINERY	08/03/23	303.94	MW	IS	
AP CHK 00059288	PCBUDGET	PC Budget and Finance	08/03/23	165.00	MW	IS	
AP CHK 00059289	PCFD5	PCFD #5	08/03/23	9,386.77	MW	IS	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP CHK 00059290	PCSEWER	Pierce County Sewer	08/03/23	982.30	MW	IS	
AP CHK 00059291	PRINSOLU	PRINT SOLUTIONS INC	08/03/23	3,958.10	MW	IS	
AP CHK 00059292	PSENERGY	Puget Sound Energy	08/03/23	5,817.61	MW	IS	
AP CHK 00059293	TAYL07290	ROBERT TAYLOR	08/03/23	743.37	MW	IS	
AP CHK 00059294	SSTIREPU	S&S TIRE SERVICE INC	08/03/23	7,459.46	MW	IS	
AP CHK 00059295	SAFEKLEE	SAFETY-KLEEN SYSTEMS INC	08/03/23	569.78	MW	IS	
AP CHK 00059296	STEPFRIE	STEPHEN FRIEDRICK MD PS	08/03/23	3,602.00	MW	IS	
AP CHK 00059297	ULIN	ULINE INC	08/03/23	1,338.24	MW	IS	
AP CHK 00059298	UNITPARC	United Parcel Service	08/03/23	32.75	MW	IS	
AP CHK 00059299	VANCAUTO	VC DETAILING OF SOUTH HILL	08/03/23	764.45	MW	IS	
AP CHK 00059300	VERIWIRE	Verizon Wireless	08/03/23	2,390.35	MW	IS	
AP CHK 00059301	WASHWATE	WASHINGTON WATER SERVICE CO	08/03/23	288.60	MW	IS	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	326,096.76	Number of Checks Processed:	40
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 326,096.76

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
ADVANCED RESCUE SOLUTIONS (ADVARESC)						
	1624	06/27/2023	900.00	SPECIAL OPS FOG MANUALS.	0013302685	53102
TOTAL FOR CHECK AP 00059262:			900.00			
ALL ODDS & ENDS PAINTING (ALLODDS)						
	232	02/17/2023	12,100.00	FLASHCUBE INTERIOR PAINTING	0012042254	54801
TOTAL FOR CHECK AP 00059263:			12,100.00			
ALOISIO PLUMBING INC (ALOIPLUM)						
	PO10619	05/01/2023	2,325.26	STATION 71 SHOWER VALVE REP	0012042254	54801
TOTAL FOR CHECK AP 00059264:			2,325.26			
CHEVROLET OF PUYALLUP (CHEVPUYA)						
	724816	07/17/2023	56.18	BC17-1 SPLASH SHIELD	0016502265	53143
	724931	07/21/2023	151.15	FM17-1, HVAC CONTROLLER	0016502265	53143
TOTAL FOR CHECK AP 00059268:			207.33			
CITY OF TACOMA, CITY TREASURER (CITYTACO)						
	91163148	08/01/2023	137.88	JUL RSC SERVICE CHARGE WO4168	0012402880	54811
TOTAL FOR CHECK AP 00059269:			137.88			
COMCAST (COMCAST)						
	177404622	07/15/2023	14,215.76	#900008762 CP JULY COMM CONNEC	0012102215	54202
	177404622	07/15/2023	2,874.18	#900008762 GH JULY COMM CONNEC	0012182215	54202
	177404622	07/15/2023	3,674.58	#900008762 GFR JULY COMM CONNE	0012202215	54202
TOTAL FOR CHECK AP 00059270:			20,764.52			
	071223	07/12/2023	131.92	#8498350232177247 JUL SVC CHGS	0012102215	54202
	071423	07/14/2023	146.47	#8498350176294891 JUL GFR COMM	0012202215	54202
TOTAL FOR CHECK AP 00059271:			278.39			
TOTAL FOR COMCAST:			21,042.91			
D M RECYCLING CO INC (DMRECYCL)						
	11530649S111	08/01/2023	94.65	#21116116470 STN69 JULY RECYCL	0016092250	54741
	11530649S111	08/01/2023	94.65	#21116116470 SHOP JUNE RECYCLE	0016502265	54741
	11530913S111	08/01/2023	103.80	#21116157279 TC JULY RECYCLE	0016172250	54741
	11530915S111	08/01/2023	69.20	#21116157294 STN67 JULY RECY	0016072250	54741
	11530935S111	08/01/2023	171.95	#21116158282 STN71 JULY RECYCL	0017012250	54741
	11532707S111	08/01/2023	68.94	#2111321850828 STN72 JULY RECY	0017022250	54741
	11533165S111	08/01/2023	116.10	#2111321880674 LC JULY RECY	0016162250	54741
TOTAL FOR CHECK AP 00059272:			719.29			
DELL MARKETING (DELLMARK)						
	10688412438	07/28/2023	1,762.83	CP- DELL LAT 7440- DC ROSENUN	0012102215	53501
	10688412438	07/28/2023	247.15	CP-DELL THUNDERBOLT 4 DOCK- DC	0012102215	53501
TOTAL FOR CHECK AP 00059273:			2,009.98			
DIVE RESCUE INTERNATIONAL INC (DIVERESC)						
	INV192060	04/12/2023	166.86	SWR COMBO KIT - SWRI & SWRII	0013302685	53141
TOTAL FOR CHECK AP 00059274:			166.86			
ELMHURST MUTUAL POWER & LIGHT (ELMHMUTU)						
	65-230726	07/26/2023	725.50	#65031 STN65 ELECTRIC	0016052250	54731
TOTAL FOR CHECK AP 00059275:			725.50			

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>FRUITLAND MUTUAL WATER COMPANY (FRUIMUTU)</b>					
	72-230731	07/31/2023	477.46	#41122 STN72 WATER CHG	0017022250 54711
	LC-230731	07/31/2023	186.67	#42720 LOG CENTER WATER CHG	0016162250 54711
	N72I-230731	07/31/2023	104.90	#41130 N72 IRRIGATION CHGS	0017022250 54711
	<b>TOTAL FOR CHECK AP 00059276:</b>		769.03		
<b>GALLS INCORPORATED (GALLS)</b>					
	024372530	05/02/2023	(233.40)	CREDIT RETURN INV 023580402	0012352240 52011
	024814278	06/16/2023	139.70	BLUE NOMEX PANTS B CUT	0012042254 52011
	024933557	06/29/2023	139.70	BLUE NOMEX PANTS A CUT	0012042254 52011
	025178858	07/26/2023	139.83	BLUE NOMEX PANT	0012042254 52011
	<b>TOTAL FOR CHECK AP 00059277:</b>		185.83		
<b>GENE'S TOWING INC (GENETOWI)</b>					
	516956	07/20/2023	825.75	E18-1 WINCH FROM GROUND VAULT	0016502265 54191
	<b>TOTAL FOR CHECK AP 00059278:</b>		825.75		
<b>GRAHAM FIRE &amp; RESCUE (GRAHFIREF)</b>					
	071823	07/18/2023	19,300.36	2022 IT CONSORTIUM/OVERPAID	001220 34181
	<b>TOTAL FOR CHECK AP 00059279:</b>		19,300.36		
<b>LIGHTHOUSE UNIFORMS (LIGHUNIF)</b>					
	A312260	05/09/2023	7,008.45	30-CLASS A UNIFORMS	0012042254 54191
	A312261	05/09/2023	21,590.42	CLASS A UNIFORMS	0012042254 52020
	A313763	06/15/2023	7,960.32	Class A uniforms	0012042254 52020
	A313841	06/15/2023	3,390.70	Class A uniforms	0012042254 52020
	A314527	06/15/2023	154.00	Class A uniforms	0012042254 52020
	A314529	06/15/2023	423.50	Class A uniforms	0012042254 52020
	<b>TOTAL FOR CHECK AP 00059280:</b>		40,527.39		
<b>LIQUID ENVIRONMENTAL SOLUTIONS (FLOHAWKS)</b>					
	66225754	07/25/2023	366.91	STN67 '23 OPEN SEPTIC/BLDG REP	0012042254 54801
	66225953	07/25/2023	444.03	STN67 '23 OPEN SEPTIC/BLDG REP	0012042254 54801
	<b>TOTAL FOR CHECK AP 00059281:</b>		810.94		
<b>MCLENDON HARDWARE (MCLEHARD)</b>					
	F950365	07/19/2023	51.13	12 KEY COPIES	0012042254 53501
	<b>TOTAL FOR CHECK AP 00059282:</b>		51.13		
<b>MOUSER ELECTRONIC (MOUSELEC)</b>					
	73798012	05/15/2023	139.40	SWITCH ON/OFF 076626V026 (6)	0016502265 53143
	<b>TOTAL FOR CHECK AP 00059283:</b>		139.40		
<b>MURREY'S DISPOSAL (MURRDISP)</b>					
	11470830S111	07/01/2023	93.64	sharps/exp med disposal	1013402680 54742
	11470830S111	07/01/2023	93.64	EXP MED AND WASTE DISPOSAL	1013402680 54742
	11534761S111	08/01/2023	7.18	#211111158740 TC JULY GARB	0016172250 54741
	11534762S111	08/01/2023	359.85	#211111158760 STN69 JULY GARB	0016092250 54741
	11535811S111	08/01/2023	196.52	#211111158741 STN67 JULY GARB	0016072250 54741
	11539122S111	08/01/2023	302.75	#2111321887533 AB JULY GARB	0017132250 54741
	<b>TOTAL FOR CHECK AP 00059284:</b>		1,053.58		
<b>NEXT STEP APPAREL (NEXTSTEP)</b>					

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	230374	05/22/2023	165.00	Embroidery - 3 Black Polos an	0012042254	52011
	230374	05/22/2023	82.50	Embroidery - 3 Navy polos	0012042254	52011
	230374	05/22/2023	42.90	Patch - Sew - 2 ea	0012042254	52011
	230374	05/22/2023	113.85	Patch - Velcro - 3 ea	0012042254	52011
	230374	05/22/2023	165.00	Convenience Fee - does not app	0012042254	52011
	230489	06/01/2023	21.45	sew on tags navy/silver.	0012042254	52011
	230489	06/01/2023	37.95	VELCRO NAME TAGS	0012042254	52011
	230489	06/01/2023	1.73	CONVEINENCE FEE	0012042254	52011
	230489	06/01/2023	(1.73)	LESS CONVEINENCE FEE	0012042254	52011
<b>TOTAL FOR CHECK AP 00059285:</b>			628.65			
<b>PACIFIC FITNESS PRODUCTS LLC (PACIFITN)</b>						
	92028	07/28/2023	330.24	ZOGICS BLACK POWDER COATED WIP	0012002210	53141
	92028	07/28/2023	143.07	ZOGICS ANTIBACTERIAL WIPES- 4	0012002210	53141
	92028	07/28/2023	148.64	FREIGHT, SHIPPING & HANDLING	0012002210	53141
<b>TOTAL FOR CHECK AP 00059286:</b>			621.95			
<b>PAPE MACHINERY (PAPEMACH)</b>						
	215396801	07/27/2023	64.05	JUL'23 TRNG EQUIP RENTAL HOSE	0012302240	54502
	8987233	07/14/2023	239.89	FL13-1, HYDRAULIC HOSES	0016502265	53143
<b>TOTAL FOR CHECK AP 00059287:</b>			303.94			
<b>PC BUDGET AND FINANCE (PCBUDGET)</b>						
	CI336640	06/30/2023	165.00	Q2-23 WAN/WORKDAY USER FEES	0013002220	54191
<b>TOTAL FOR CHECK AP 00059288:</b>			165.00			
<b>PCFD #5 (PCFD5)</b>						
	071823	07/18/2023	9,386.77	2022 IT CONSORTIUM/OVERPAID	001218	34181
<b>TOTAL FOR CHECK AP 00059289:</b>			9,386.77			
<b>PIERCE COUNTY FIRE PROT DIST # (CPFR)</b>						
	080223	08/02/2023	5.10	JUL 2023 PAYTRACE FEES	0012012211	54191
	080323B	08/03/2023	160,894.71	08/03/2023 AP EFTS	001	21110
	080323B	08/03/2023	13,243.74	08/03/2023 AP EFTS	101	21110
<b>TOTAL FOR CHECK AP 00059265:</b>			174,143.55			
	080323	08/03/2023	13.07	CORDES ER DRS ADJ 2301007	001	23154
<b>TOTAL FOR CHECK AP 00059266:</b>			13.07			
<b>TOTAL FOR PIERCE COUNTY FIRE</b>			174,156.62			
<b>PIERCE COUNTY SEWER (PCSEWER)</b>						
	60-230801	08/01/2023	104.37	#1812114 PCFTC JUL SEWER	0012322240	54721
	60-230801	08/01/2023	104.36	#1812114 STN60 JUL SEWER	0016002250	54721
	61-230801	08/01/2023	143.49	#85900 STN61 JUL SEWER CHG	0016012250	54721
	62-230801	08/01/2023	28.06	#233439 STN62 SEWER CHGS	0016022250	54721
	63-230801	08/01/2023	118.39	#1778561 STN63 JUL SEWER CHG	0016032250	54721
	65-230801	08/01/2023	83.27	#1236121 STN65 JUL SEWER CHG	0016052250	54721
	67TC-230801	08/01/2023	74.25	#462454 STN67 JUL SEWER CHG	0016072250	54721
	67TC-230801	08/01/2023	74.26	#462454 TC JUL SEWER CHG	0016172250	54721
	68-230801	08/01/2023	168.58	#1061119 STN68 JUL SEWER CHG	0016082250	54721
	69SP-230801	08/01/2023	41.64	#535508 STN69 JUL SEWER CHG	0016092250	54721
	69SP-230801	08/01/2023	41.63	#535508 SHOP JUL SEWER CHG	0016502265	54721
<b>TOTAL FOR CHECK AP 00059290:</b>			982.30			

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
PRINT SOLUTIONS, INC (PRINSOLU)						
	115522	07/17/2023	3,181.89	P&E COURTNEY - Tattoo's * 17	0014002230	54941
	115776	07/29/2023	33.03	PE 200- BIZ CARDS 2 SIDED	0014002230	53141
	115784	07/29/2023	280.76	1000-green ppe tags	0012502210	54814
	115816	07/31/2023	462.42	64 GIRT - SCBA TAGS	0012502210	53501
TOTAL FOR CHECK AP 00059291:			3,958.10			
PUGET SOUND ENERGY (PSENERGY)						
	69-230717	07/17/2023	926.61	#200012220444 STN69 ELECTRIC	0016092250	54731
	71-230721	07/21/2023	153.02	#200018917720 STN71 JUL NATGAS	0017012250	54701
	71-230721	07/21/2023	1,126.87	#200018917720 STN71 JUL ELECTR	0017012250	54731
	72-230717	07/17/2023	2,443.57	#220019632912 STN72 ELECTRIC	0017022250	54731
	72-230718	07/18/2023	49.37	#200004724288 2 JULY NATGAS	0017022250	54701
	72-230718	07/18/2023	117.03	#200004724288 72 JULY ELECTRIC	0017022250	54731
	N72-230717	07/17/2023	154.36	#22024114682 72 JULY NATGAS	0017022250	54701
	N72-230717	07/17/2023	179.78	#22024114682 72 JULY ELECTRIC	0017022250	54731
	N73-230721	07/21/2023	48.16	#220028910879 N73 JULY NATGAS	0017132250	54701
	N73-230721	07/21/2023	138.02	#22028910879 N73 JULY ELECTRIC	0017132250	54731
	SP-230717	07/17/2023	480.82	#200017634847 SHOP ELECTRIC	0016502265	54731
TOTAL FOR CHECK AP 00059292:			5,817.61			
QWEST (QWESINTE)						
	648469131	07/08/2023	3,339.39	#89874474 CP JULY CHARGES	0012102215	54202
	648469131	07/08/2023	2,295.95	#89874474 GH JULY CHARGES	0012182215	54202
	648469131	07/08/2023	3,253.06	#89874474 KP JULY CHARGES	0012222215	54202
TOTAL FOR CHECK AP 00059267:			8,888.40			
ROBERT TAYLOR (TAYL07290)						
	20234553A	07/26/2023	743.37	JUL30/FIRE INSP/CAR/ENGLEWOOD	0014002230	54331
TOTAL FOR CHECK AP 00059293:			743.37			
S&S TIRE (SSTIREPU)						
	1144778	07/31/2023	82.05	E18-5, DEMOUNT, REMOUNT TIRE	0016502265	54820
	1144861	07/12/2023	1,792.75	E18-2, STEER TIRES	0016502265	54820
	1144884	07/29/2023	71.11	BC17-1, WHEEL ALIGNMENT	0016502265	54820
	1145128	07/31/2023	2,448.18	E00-1, DRIVE TIRES	0016502265	54820
	1145242	07/29/2023	1,774.15	E21-2, STEER TIRE REPLACEMENT	0016502265	54820
	1145400	07/29/2023	1,137.08	FM17-2, NEW TIRES	0016502265	54820
	1145410	07/28/2023	18.54	TC HANDTRUCK TIRE REPAIR	0016502265	54820
	1145485	07/31/2023	135.60	E18-2, DRIVER SIDE, OUTER REA	0016502265	54820
TOTAL FOR CHECK AP 00059294:			7,459.46			
SAFETY-KLEEN SYSTEMS INC (SAFEKLEE)						
	92138364	07/26/2023	569.78	AFF FOAM REMEDIATION PROJECT	0012502210	54191
TOTAL FOR CHECK AP 00059295:			569.78			
STEPHEN FRIEDRICK MD (STEPFRIE)						
	080123	08/01/2023	3,602.00	JUL'23 PHYSICIAN ADVISOR CONTR	1013402680	54144
TOTAL FOR CHECK AP 00059296:			3,602.00			
ULINE (ULIN)						
	166286602	07/21/2023	(1,684.53)	CREDIT INV 165805264 P011339	0012042254	53501

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 08/03/2023  
End Date: 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	166452722	07/26/2023	3,022.77	shelf project for 64	0012042254 53501
TOTAL FOR CHECK AP 00059297:			1,338.24		
UNITED PARCEL SERVICE (UNITPARC)					
	5Y5731293	07/22/2023	20.43	HEADSETS SENT TO DAVID CLARK F	0012042254 54221
	5Y5731293	07/22/2023	12.32	SHIP (5) GAUGES TO BRANOM INST	0012042254 54221
TOTAL FOR CHECK AP 00059298:			32.75		
VANCOUR'S AUTO DETAILING (VANCAUTO)					
	109649	07/11/2023	764.45	FM17-1 COMPLETE DETAIL	0016502265 54191
TOTAL FOR CHECK AP 00059299:			764.45		
VERIZON WIRELESS (VERIWIRE)					
	9940200086	07/21/2023	2,390.35	#74200269700010 JULY SVC CHG	0012102215 54202
TOTAL FOR CHECK AP 00059300:			2,390.35		
WASHINGTON WATER SERVICE (WASHWATE)					
	64-230718	07/18/2023	288.60	#9532658329 STN64 WATER CHGS	0016042250 54711
TOTAL FOR CHECK AP 00059301:			288.60		
REPORT TOTAL:			326,096.76		

## **Central Pierce Fire & Rescue**

Fund 686 & 687      Dept 006

Key Bank

Account No. XXXXXXXX0522

### **Electronic Payment Details**

In accordance with RCW 42.24 the electronic payments detailed in the attachments have been authenticated and certified by the District's Auditing Officer, that the claims are a just, due and paid obligation against Central Pierce Fire & Rescue. This is presented to the Board of Fire Commissioners for Board informational purposes only. Board authorization occurred with the approval of warrants noted below. Warrants issued transfer funds to the bank account in which the electronic payments are drawn.

<u>Issue Date</u>	<u>EFT Numbers</u>	<u>EFT Transfer Warrant</u>	<u>Amount</u>
07/20/2023	EP00015096 -EP00015097	AP00059198	\$10,461.04
07/20/2023	EP00015098 -EP00015134	AP00059206	\$544,411.75
07/27/2023	EP00015135 -EP00015141	AP00059225	\$962,314.25
07/27/2023	EP00015142 -EP00015143	AP00059233	\$3,316.21
07/27/2023	EP00015144 -EP00015171	AP00059240	\$55,182.83
07/31/2023	EF00060149 -EF00060501	AP00059227	\$2,955,779.60
08/03/2023	EP00015172 -EP00015175	AP00059260	\$8,621.55
08/03/2023	EP00015176 -EP00015229	AP00059265	\$174,138.45
Total			\$4,714,225.68

Dustin Morrow  
Fire Chief

Matt Holm  
Chair

Steve Stringfellow  
Commissioner

Rich Coleman  
Commissioner

Bob Willis  
Commissioner

Dale Mitchell  
Commissioner



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
AP EFT 00015096	AMAZON	AMAZON CAPITAL SERVICES	07/20/23	461.04	MW	CX		
AP EFT 00015097	CPFREFT	Central Pierce Fire & Rescu	07/20/23	10,000.00	MW	CX		

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	10,461.04	Number of EFTs Processed:	2
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	10,461.04		

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/20/2023  
End Date: 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
AMAZON CAPITAL SERVICES (AMAZON)					
	1RGTWTFT6HC	07/12/2023	461.04	2X2 TROFFER LIGHTS	3016022250 53146
TOTAL FOR CHECK AP 00015096:			461.04		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	072023	07/20/2023	10,000.00	STA 60 SAYLOR PROP/2020 174TH	3016009422 56101
TOTAL FOR CHECK AP 00015097:			10,000.00		
REPORT TOTAL:			10,461.04		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00015098	ACRACBSB	ACRAnet CBS Branch Inc	07/20/23	210.50	MW	CX	
AP EFT 00015099	AMAZON	AMAZON CAPITAL SERVICES	07/20/23	1,522.51	MW	CX	
AP EFT 00015100	AMERSAFE	AMERI SAFE INC	07/20/23	342.76	MW	CX	
AP EFT 00015101	BOUNTREE	Bound Tree Medical LLC	07/20/23	3,320.80	MW	CX	
AP EFT 00015102	CPFREFT	Central Pierce Fire & Rescu	07/20/23	70.51	MW	CX	
AP EFT 00015103	CHRIINC	CHRISTENSEN INC	07/20/23	16,024.67	MW	CX	
AP EFT 00015104	CITYTREA	CITY OF TACOMA	07/20/23	84.19	MW	CX	
AP EFT 00015105	DICKFROH	DICKSON FROLICH PHILLIPS BU	07/20/23	3,043.00	MW	CX	
AP EFT 00015106	GRIMCO	GRIMCO INC	07/20/23	510.69	MW	CX	
AP EFT 00015107	HEALADVO	HEALTH ADVOCATE SOLUTIONS I	07/20/23	93.00	MW	CX	
AP EFT 00015108	INSPWORK	INSPIRATIONWORKS LLC	07/20/23	5,997.56	MW	CX	
AP EFT 00015109	IVOXCONS	IVOXY Consulting Inc.	07/20/23	6,804.82	MW	CX	
AP EFT 00015110	NEXTGEN	JARED BUCKLEY	07/20/23	15,750.00	MW	CX	
AP EFT 00015111	IMSALLI	JUSTICE FAMILY ENTERPRISES	07/20/23	34.90	MW	CX	
AP EFT 00015112	LNCURTIS	L.N. Curtis and Sons	07/20/23	15,571.63	MW	CX	
AP EFT 00015113	LIFEASSI	Life-Assist Inc	07/20/23	15,688.29	MW	CX	
AP EFT 00015114	LOWECOMP	Lowe's Companies	07/20/23	2,731.39	MW	CX	
AP EFT 00015115	MALLCOMP	Mallory Safety and Supply L	07/20/23	17,334.15	MW	CX	
AP EFT 00015116	MESNORT	MES NORTHWEST	07/20/23	973.07	MW	CX	
AP EFT 00015117	MITECLOU	MITEL CLOUD SERVICES INC	07/20/23	10,427.24	MW	CX	
AP EFT 00015118	MOUNMIST	Mountain Mist Water	07/20/23	122.00	MW	CX	
AP EFT 00015119	MULTWORK	MULTICARE CENTERS OF	07/20/23	17,118.00	MW	CX	
AP EFT 00015120	NBFSPQ	NBFSPQ INC	07/20/23	1,974.50	MW	CX	
AP EFT 00015121	NWCASCAD	NW Cascade Inc	07/20/23	580.00	MW	CX	
AP EFT 00015122	NWSAFECL	NW SAFETY CLEAN	07/20/23	878.26	MW	CX	
AP EFT 00015123	SECUPACI	SECURE PACIFIC CORPORATION	07/20/23	376.82	MW	CX	
AP EFT 00015124	SOUTSOUN	SOUTH SOUND 911	07/20/23	326,495.00	MW	CX	
AP EFT 00015125	STAPINC	STAPLES INC.	07/20/23	696.08	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00015126	SUMMLAW	SUMMIT LAW GROUP	07/20/23	292.00	MW	CX	
AP EFT 00015127	TACOSCRE	Tacoma Screw Products Inc	07/20/23	280.69	MW	CX	
AP EFT 00015128	UNIFIRST	UNIFIRST CORPORATION	07/20/23	147.42	MW	CX	
AP EFT 00015129	USBANKBU	US Bank Business Card	07/20/23	644.04	MW	CX	
AP EFT 00015130	HRAVEBA	HRA VEBA TRUST	07/20/23	4,375.72	MW	CX	
AP EFT 00015131	KENNNOLL	KENNETH J. NOLL	07/20/23	494.70	MW	CX	
AP EFT 00015132	LOCA726	LOCAL 726 FIREFIGHTERS TRUS	07/20/23	70,759.14	MW	CX	
AP EFT 00015133	KOVA04030	LOGAN KOVASH	07/20/23	1,881.72	MW	CX	
AP EFT 00015134	NEWPIG	New Pig	07/20/23	759.98	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	544,411.75	Number of EFTs Processed:	37
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	544,411.75		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
ACRANET CBS BRANCH INC (ACRACBSB)						
	23531	06/30/2023	210.50	BACKGROUNDS - HYDRANT WORKERS	0012032213	54191
TOTAL FOR CHECK AP 00015098:			210.50			
AMAZON CAPITAL SERVICES (AMAZON)						
	111GQLD434CD	07/10/2023	841.60	NUUN ACTIVE MIX (BOX/10)	0012052218	53198
	174MFDWCLRD	07/07/2023	43.04	68 Kidde Smoke & Carbon Monoxi	0016082250	53501
	174MFDWCLRD	07/07/2023	17.38	72 Cottonelle Freshfeel Flusha	0017022250	53141
	1JGNYFT3WJ9L	07/07/2023	31.46	AOC KEYBOARD Logitech MK295	0012002210	53101
	1JGNYFT3WJ9L	07/07/2023	17.83	AOC/IT- Cable Creation [2-Pack	0012102215	53501
	1NRF4JMHQK3	07/13/2023	59.40	R61 Fortress 30 Caliber Metal	0013302685	53501
	1QFWK3PRQQR	07/17/2023	22.02	AOC 10 Strawberry Street 6"	0012002210	53501
	1QFWK3PRQQR	07/17/2023	22.02	71 10 Strawberry Street 6"	0017012250	53501
	1WWMYHTD3N	06/21/2023	(42.19)	REFUND/ 19LV43FFHY9H P010950	0013202260	53141
	1Y67CDNLPLQ	07/17/2023	78.28	AOC AKCISOT Wall Clock 10 Inch	0012002210	53501
	1Y67CDNLPLQ	07/17/2023	27.51	AOC 10 Strawberry Street 10.5"	0012002210	53501
	1Y67CDNLPLQ	07/17/2023	19.82	AOC 10 Strawberry Street 7"	0012002210	53501
	1Y67CDNLPLQ	07/17/2023	35.22	AOC 10 Strawberry Street Simpl	0012002210	53501
	1Y67CDNLPLQ	07/17/2023	103.31	AKTRADING CO RUBBER FOAM SHEET	0012042254	53141
	1Y67CDNLPLQ	07/17/2023	71.52	HEARING PROTECTION, EAR MUFF (	0012052218	53198
	1Y67CDNLPLQ	07/17/2023	41.79	IT 71-72 iPhone Car Charger, A	0012102215	53501
	1Y67CDNLPLQ	07/17/2023	4.95	DENISE BIC Round Stic Grip Xtr	0012302240	53101
	1Y67CDNLPLQ	07/17/2023	54.99	TC Aiibe 20pcs 8GB Flash Drive	0012302240	53501
	1Y67CDNLPLQ	07/17/2023	10.53	OPS OtterBox DEFENDER SERIES	0013002220	53501
	1Y67CDNLPLQ	07/17/2023	27.51	71 10 Strawberry Street 10.5"	0017012250	53501
	1Y67CDNLPLQ	07/17/2023	19.81	71 10 Strawberry Street 7"	0017012250	53501
	1Y67CDNLPLQ	07/17/2023	14.71	71 Amazon Basics Stainless Ste	0017012250	53501
TOTAL FOR CHECK AP 00015099:			1,522.51			
AMERI SAFE INC (AMERSAFE)						
	65752	05/24/2023	342.76	8- 10lb hyro/refill	0012302240	53141
TOTAL FOR CHECK AP 00015100:			342.76			
BOUND TREE PARR LLC (BOUNTREE)						
	85015378	07/07/2023	3,320.80	SODIUM CHLORIDE, INJECTION, 10	0012052218	53198
TOTAL FOR CHECK AP 00015101:			3,320.80			
CHRISTENSEN INC (CHRIINC)						
	0456032IN	07/11/2023	2,007.57	#456032 JULY11 STN64 FUEL	0012042254	53201
	0456054IN	07/11/2023	1,413.41	#456054 JULY11 STN67 FUEL	0012042254	53201
	0456519IN	07/11/2023	1,595.11	#456519 JULY11 STN61 FUEL	0012042254	53201
	0458033IN	07/15/2023	2,413.05	#458033 JULY15 STN67 FUEL	0012042254	53201
	0458034IN	07/14/2023	3,066.39	#458034 JULY14 STN69 FUEL	0012042254	53201
	0458036IN	07/14/2023	4,655.74	#458036 JULY14 STN60 FUEL	0012042254	53201
	446925RDM	07/17/2023	217.08	#446925RDM FUEL LESS DEL FEES	0012042254	53201
	453482RDM	07/17/2023	656.32	#453482RDM 72 DEL FEES REMOVED	0012042254	53201
TOTAL FOR CHECK AP 00015103:			16,024.67			
CITY TREASURER (CITYTREA)						
	67T-230717	07/17/2023	84.19	#100560648 67TWR JUL ELECTRIC	0016472250	54731

Central Pierce Fire and Rescue  
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Start Date: 07/20/2023

End Date: 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>TOTAL FOR CHECK AP 00015104:</b>			84.19		
<b>DICKSON FROLICH PHILLIPS BURGE (DICKFROH)</b>					
	15326	06/27/2023	3,043.00	MAY & JUNE 2023 SERVICES	0012002210 54151
<b>TOTAL FOR CHECK AP 00015105:</b>			3,043.00		
<b>GRIMCO INC (GRIMCO)</b>					
	3087076601	07/10/2023	207.83	WSI O3164G-30 30"X50YD	0012042254 53141
	3087076601	07/10/2023	302.86	WSI O210G-30 30"X50YD	0012042254 53141
<b>TOTAL FOR CHECK AP 00015106:</b>			510.69		
<b>HRA VEBE TRUST (HRAVEBA)</b>					
	071723	07/17/2023	4,375.72	AUG 2023 LEOFF 2 RETIREE VEBE	0012032213 52016
<b>TOTAL FOR CHECK AP 00015130:</b>			4,375.72		
<b>IMS ALLIANCE (IMSALLI)</b>					
	231970	07/12/2023	17.45	6-WHITE TAGS	0012502210 52010
	232011	07/17/2023	17.45	6EA. white tags PFEIFFER	0012502210 52010
<b>TOTAL FOR CHECK AP 00015111:</b>			34.90		
<b>INSPIRATIONWORKS LLC (INSPWORK)</b>					
	23106	07/13/2023	5,997.56	JULY 2023 FEES	0012002210 54911
<b>TOTAL FOR CHECK AP 00015108:</b>			5,997.56		
<b>VOXY CONSULTING INC. (VOXCONS)</b>					
	KRBBQ5047	07/13/2023	500.30	CP-MERAKI MX67 ROUTER/SECURITY	0012102215 53501
	KRBBQ5047	07/13/2023	2,190.25	CP-MERAKI MS120 24PORT SWITCH	0012102215 53501
	KRBBQ5047	07/13/2023	219.27	CP-MERAKI MS120 LICENSE-3YR	0012102215 53501
	KRBBQ5047	07/13/2023	2,551.49	CP-MERAKI MR46 WIFI INDOOR AP	0012102215 53501
	KRBBQ5047	07/13/2023	467.02	CP- MERAKI MR46 ENTERPRISE LIC	0012102215 53501
	KRBBQ5047	07/13/2023	876.49	CP-MERAKI MX67 LICENSE-3YR	0012102215 53501
<b>TOTAL FOR CHECK AP 00015109:</b>			6,804.82		
<b>KENNETH J. NOLL (KENNNOLL)</b>					
	072023	07/20/2023	494.70	08/01/23-10/31/23 ME B PREMIUM	0012032213 52009
<b>TOTAL FOR CHECK AP 00015131:</b>			494.70		
<b>L.N. CURTIS AND SONS (LNCURTIS)</b>					
	INV715756	06/16/2023	4,690.77	14" Supreme Pull-On Structural	0012502210 52010
	INV723565	07/07/2023	710.93	TR Size 12M 10" Leather,	0012502210 52010
	INV724096	07/07/2023	847.22	SO SENSOR KIT 10106722 MSA	0013302685 53141
	INV724096	07/07/2023	23.22	TRANSPORTATION / SENSOR KIT	0013302685 53141
	INV724634	07/10/2023	678.25	PPE LEATHER BOOTS	0012502210 52010
	INV726330	07/13/2023	1,888.22	ESS GOGGLE COVERS	0013002220 52010
	INV726372	07/14/2023	6,054.77	UNIFORM BOOTS	0012042254 52011
	INV726547	07/14/2023	678.25	PPE Globe duty boots	0012502210 52010
<b>TOTAL FOR CHECK AP 00015112:</b>			15,571.63		
<b>LIFE-ASSIST INC (LIFEASSI)</b>					
	1342692	07/07/2023	25.32	LARYNGO BLADE, MILLER #0 GREEN	0012052218 53198
	1343847	07/12/2023	41.21	ENDO TUBE, UNCUFFED, 2.5MM (EA	0012052218 53198
	1343847	07/12/2023	41.18	ENDO TUBE, UNCUFFED, 4.5MM (EA	0012052218 53198
	1344898	07/14/2023	112.00	NITROSTAT TABLETS, 0.4MG/BTL 1	0012052218 53198
	1344898	07/14/2023	110.00	IV ADMIN SET, 10 DROP (EACH)	0012052218 53198

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	1344899	07/14/2023	77.75	MAGNESIUM SULFATE 5GM 10ML VIA	0012052218	53198
	1344899	07/14/2023	128.36	ONDANSETRON ODT 8MG TABS	0012052218	53198
	1344899	07/14/2023	1,064.00	EPINEPHRINE 1:10,000 1MG 10ML	0012052218	53198
	1344899	07/14/2023	1,379.60	NALOXONE 2MG 2ML LUER JET	0012052218	53198
	1344899	07/14/2023	73.00	ONDANSETRON VIAL, 4MG 2ML	0012052218	53198
	1344899	07/14/2023	16.00	NEEDLE, HYPODERMIC 18GAx1-1/2"	0012052218	53198
	1344899	07/14/2023	16.00	NEEDLE, HYPODERMIC 21GAx1-1/2"	0012052218	53198
	1344899	07/14/2023	9.00	SYRINGE, 3CC, LUER LOCK (EACH)	0012052218	53198
	1344899	07/14/2023	688.00	IV CATHETER, 18GAx1.25", PROTE	0012052218	53198
	1344899	07/14/2023	344.00	IV CATHETER, 20GAx1.25", PROTE	0012052218	53198
	1344899	07/14/2023	8.60	SYRINGE, IRRIGATION 60CC (CATH	0012052218	53198
	1344899	07/14/2023	108.24	DEXTROSE 25% 10ML SYRINGE	0012052218	53198
	1344911	07/14/2023	71.29	ET TUBE HOLDER, PEDI (EACH)	0012052218	53198
	1344911	07/14/2023	174.40	I-GEL/KING AIRWAY, 4 ADULT (EA	0012052218	53198
	1344911	07/14/2023	174.40	I-GEL/KING AIRWAY, 5 ADULT (EA	0012052218	53198
	1344911	07/14/2023	87.64	ALCOHOL PREP PAD, LARGE (200/B	0012052218	53198
	1344911	07/14/2023	27.30	BANDAGE, ELASTIC 6" ACE WRAP (	0012052218	53198
	1344911	07/14/2023	43.34	BANDAGE, CONFORMING 4" STRETCH	0012052218	53198
	1344911	07/14/2023	101.73	BLANKET, PATIENT (EACH)	0012052218	53198
	1344911	07/14/2023	3,452.74	MEGAMOVER TRANSPORT UNIT (EA)	0012052218	53198
	1344911	07/14/2023	104.04	COLLAR, EXTRICATION, ADJUSTABL	0012052218	53198
	1344911	07/14/2023	127.28	HALO CHEST SEAL (EACH)	0012052218	53198
	1344911	07/14/2023	265.89	V-VAC STARTER KIT (EACH)	0012052218	53198
	1344911	07/14/2023	102.30	V-VAC SUCTION CARTRIDGE (EACH)	0012052218	53198
	1344911	07/14/2023	430.71	EMESIS BAG, W/HOOK BIOHOOP (12	0012052218	53198
	1344911	07/14/2023	1,321.20	SPO2 ADHESIVE SENSOR, NEO/ADLT	0012052218	53198
	1344911	07/14/2023	2,287.88	SMART CAPNOLINE, ADULT/INTERME	0012052218	53198
	1344911	07/14/2023	31.49	ENDO TUBE, UNCUFFED, 4.0MM	0012052218	53198
	1344911	07/14/2023	2,642.40	rainbow finger probe	1013402680	53501
TOTAL FOR CHECK AP 00015113:			15,688.29			
LOCAL 726 FIREFIGHTERS TRUST (LOCA726)						
	071723	07/17/2023	4,029.39	AUG 2023 LEOFF 1 RETIREE PREMS	0012032213	52009
	071723	07/17/2023	66,729.75	AUG 2023 LEOFF 2 RETIREE VEBA	0012032213	52016
TOTAL FOR CHECK AP 00015132:			70,759.14			
LOGAN KOVASH (KOVA04030)						
	071423	07/14/2023	1,881.72	04/2023-06/2023 TUITION RMB	0012002210	54925
TOTAL FOR CHECK AP 00015133:			1,881.72			
LOWE'S COMPANIES (LOWECOMP)						
	57488	07/07/2023	72.01	cs shelf bracket	0012042254	53501
	57580	07/14/2023	23.00	PROPANE EXCHANGE	0016012250	53141
	73545	07/06/2023	52.29	CS Milwaukee 150-lb 2-Wheel Re	0012052218	53501
	74977	07/07/2023	52.29	log Kobalt Blue Black Polyeste	0012042254	53501
	74977	07/07/2023	115.03	61 Utilitech 20-in 3-Speed Ind	0016012250	53501
	82774	07/11/2023	52.29	73 Milwaukee HANDTRUCK 2-Wheel	0017032250	53501
	84840	07/12/2023	5.22	HYDRANT CREW - QLT by Marshall	0012042254	53141
	87195	07/13/2023	783.42	65 KitchenAid Front Control 24	0012042254	53501

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	960913	04/25/2023	307.01	casoron	0012042254 53141
	986457	04/25/2023	203.44	15 SFTY GLASSES	0012352240 53141
	986457	04/25/2023	46.51	RESPIRATOR C15	0012352240 53141
	98989	05/16/2023	498.47	CS SHELVES Project Source Stee	0012052218 53501
	999103	05/02/2023	520.41	64 Kobalt 46.1-in W x 37.2-in	0016042250 53501
<b>TOTAL FOR CHECK AP 00015114:</b>			2,731.39		
<b>MALLORY COMPANY (MALLCOMP)</b>					
	5664930	07/10/2023	11,556.10	FOAM, FIREADE 2000, 5GAL	0012052218 53198
	5669382	07/14/2023	5,778.05	FOAM, FIREADE 2000, 5GAL	0012052218 53198
<b>TOTAL FOR CHECK AP 00015115:</b>			17,334.15		
<b>MES NORTHWEST (MESNORT)</b>					
	IN1896838	06/27/2023	960.30	TACTICAL FLEECE 2.0 Color: Dar	0012042254 52011
	IN1896838	06/27/2023	12.77	SHIPPING / SHIRTS	0012042254 52011
<b>TOTAL FOR CHECK AP 00015116:</b>			973.07		
<b>MITEL CLOUD SERVICES INC (MITECLOU)</b>					
	44031817	07/01/2023	3,979.50	CP JULY COMM CONNECTION	0012102215 54202
	44031817	07/01/2023	3,466.89	GH JULY COMM CONNECTIONS	0012182215 54202
	44031817	07/01/2023	2,096.12	GFR JULY COMM CONNECTIONS	0012202215 54202
	44031817	07/01/2023	884.73	KP JULY COMM CONNECTIONS	0012222215 54202
<b>TOTAL FOR CHECK AP 00015117:</b>			10,427.24		
<b>MOUNTAIN MIST WATER (MOUNMIST)</b>					
	005493737	07/17/2023	122.00	WATER, 5 GALLON BOTTLE (EACH)	0012052218 53198
<b>TOTAL FOR CHECK AP 00015118:</b>			122.00		
<b>MULTICARE HEALTH WORKS (MULTWORK)</b>					
	157946	07/03/2023	15,446.00	NEW HIRE FF PHYSICALS	0012352240 54171
	157946	07/03/2023	1,672.00	HAZMAT PHYSICAL - TISSUE	0012502210 54171
<b>TOTAL FOR CHECK AP 00015119:</b>			17,118.00		
<b>NBFSPQ INC (NBFSPQ)</b>					
	5909	06/30/2023	1,430.00	ANNUAL FY2023 MEMBERSHIP FEE F	0012302240 54922
	5937	07/15/2023	544.50	REGISTRATION OF CERTIFICATIONS	0012302240 54922
<b>TOTAL FOR CHECK AP 00015120:</b>			1,974.50		
<b>NEW PIG (NEWPIG)</b>					
	406824400	07/14/2023	759.98	MAT235 (2CASES) WIP231 (2CASES	0016502265 53141
<b>TOTAL FOR CHECK AP 00015134:</b>			759.98		
<b>NEXTGEN SKILLS (NEXTGEN)</b>					
	INV1552	07/14/2023	10,750.00	COACHING CONTRACT APR-DEC	0012002210 54911
	INV1552	07/14/2023	3,000.00	TRAVEL EXPENSES APR-DEC	0012002210 54911
	INV1552	07/14/2023	2,000.00	EXECUTIVE COACHING - IT CONSOR	0012102215 54191
<b>TOTAL FOR CHECK AP 00015110:</b>			15,750.00		
<b>NW CASCADE INC (NWCASCAD)</b>					
	0553587782	07/10/2023	348.00	2023 TC JULY SANICAN RENTAL	0012302240 54502
	0553587783	07/10/2023	232.00	2023 STN60 JULY SANICAN RENTAL	0012302240 54502
<b>TOTAL FOR CHECK AP 00015121:</b>			580.00		
<b>NW SAFETY CLEAN (NWSAFECL)</b>					



**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	2335428	06/01/2023	247.86	VANQUISH TURNOUT/PPE DISINFECT	0012052218	53198
	2335428	06/01/2023	324.64	SR71 TURNOUT / PPE CLEANER, GA	0012052218	53198
	2335428	06/01/2023	31.50	24-1oz packets sr71	0012502210	53141
	2335806	07/12/2023	274.26	60 CR PPE 38927	0012502210	54814
<b>TOTAL FOR CHECK AP 00015122:</b>			878.26			
<b>PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)</b>						
	09027687	06/09/2023	10.41	DEJ-GATEWAY-M6E6F 1U DEJERO	0012049422	56411
	09027687	06/09/2023	3.17	DEJ-SBT CORE SOFTWARE LICENSE	0012049422	56411
	09027687	06/09/2023	0.66	MISC HARDWARE- DEJERO 12 6-INC	0012049422	56411
	11316	06/28/2023	4.54	ALL DOOR LOCK AND PORTAL SOFTW	0012042254	54801
	11343	07/06/2023	0.04	SHIPPING	1013402680	53141
	114201	05/20/2023	0.36	S0 PRINT JOB 54941	0013302685	54941
	114580	06/10/2023	0.07	60A ARIEL- LEADERSHIP HANDOUT	0012002210	54941
	114992	06/25/2023	2.30	PE 30,000 STICKERS	0014002230	54941
	115167	06/30/2023	2.30	PE COURTNEY - FUTURE FIREFIGHT	0014002230	54941
	1287	07/05/2023	15.06	STATION 68 APRON REPAIR	0012042254	54801
	230565	06/28/2023	0.31	NAVY LARGE-TALL TEE SHIRTS	0012042254	52014
	230571	06/29/2023	1.04	FIREFIGHTER TRUCKER HATS	0012042254	52011
	230571	06/29/2023	0.14	black ss + COLOR CHG	0012042254	52014
	2335428	06/01/2023	0.23	VANQUISH TURNOUT/PPE DISINFECT	0012052218	53198
	2335428	06/01/2023	0.29	SR71 TURNOUT / PPE CLEANER, GA	0012052218	53198
	2335428	06/01/2023	0.03	24-1oz packets sr71	0012502210	53141
	3542151318	07/06/2023	0.02	HANGING FILE FOLDERS LETTER SI	0012002210	53101
	3542151318	07/06/2023	0.02	FILE FOLDER, LETTER, 1/3 CUT,	0012052218	53198
	960913	04/25/2023	0.28	casoron	0012042254	53141
	986457	04/25/2023	0.18	15 SFTY GLASSES	0012352240	53141
	986457	04/25/2023	0.05	RESPIRATOR C15	0012352240	53141
	98989	05/16/2023	0.45	CS SHELVES Project Source Stee	0012052218	53501
	IN1896838	06/27/2023	0.87	TACTICAL FLEECE 2.0 Color: Dar	0012042254	52011
	IN1896838	06/27/2023	0.01	SHIPPING / SHIRTS	0012042254	52011
	KRBBQ5047	07/13/2023	0.45	CP-MERAKI MX67 ROUTER/SECURITY	0012102215	53501
	KRBBQ5047	07/13/2023	2.00	CP-MERAKI MS120 24PORT SWITCH	0012102215	53501
	KRBBQ5047	07/13/2023	0.20	CP-MERAKI MS120 LICENSE-3YR	0012102215	53501
	KRBBQ5047	07/13/2023	2.32	CP-MERAKI MR46 WIFI INDOOR AP	0012102215	53501
	KRBBQ5047	07/13/2023	0.42	CP- MERAKI MR46 ENTERPRISE LIC	0012102215	53501
	KRBBQ5047	07/13/2023	0.80	CP-MERAKI MX67 LICENSE-3YR	0012102215	53501
	PC.204.230725.2	07/20/2023	21.49	2-1/2" TO NGH ADAPT	0012042254	53501
<b>TOTAL FOR CHECK AP 00015102:</b>			70.51			
<b>SECURE PACIFIC CORP (SECUPACI)</b>						
	376634	07/01/2023	66.15	Q3-23 STN62 ALARM MONITORING	0016022250	54191
	376635	07/01/2023	115.77	Q3-23 STN69 ALARM MONITORING	0016092250	54191
	376637	07/01/2023	194.90	JUL STN72 MO ALARM MONITORING	0017022250	54191
<b>TOTAL FOR CHECK AP 00015123:</b>			376.82			
<b>SOUTH SOUND 911 (SOUTSOUN)</b>						
	01022	07/06/2023	326,495.00	Q3-23 SS911 QUARTERLY BILLING	0012402880	54181
<b>TOTAL FOR CHECK AP 00015124:</b>			326,495.00			

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/20/2023

**End Date:** 07/20/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>STAPLES, INC. (STAPINC)</b>					
	3542151318	07/06/2023	22.50	HANGING FILE FOLDERS LETTER SI	0012002210 53101
	3542151318	07/06/2023	25.03	FILE FOLDER, LETTER, 1/3 CUT,	0012052218 53198
	3542151319	07/06/2023	31.32	AOC JACKIE - Staples 2-Pocket	0012002210 53101
	3542151319	07/06/2023	2.65	RUBBER BANDS, SIZE 16, 1/4 LB	0012052218 53198
	3542151319	07/06/2023	25.10	DUCT TAPE (ROLL)	0012052218 53198
	3542151319	07/06/2023	17.35	FILE FOLDER, LEGAL, 1/3 CUT, M	0012052218 53198
	3542151319	07/06/2023	78.74	SIMPLE GREEN CONCENTRATE, 1GAL	0012052218 53198
	3542331618	07/08/2023	23.68	MARKER, SHARPIE PERMANENT, FIN	0012052218 53198
	3542331618	07/08/2023	22.04	DFM Staples Hanging File Folde	0014002230 53101
	3542331619	07/08/2023	447.67	PAPER, 8.5"x11" WHITE (REAM)	0012052218 53198
			<hr/>		
	<b>TOTAL FOR CHECK AP 00015125:</b>		696.08		
<b>SUMMIT LAW GROUP (SUMMLAW)</b>					
	146713	07/18/2023	292.00	JUN LEGAL-LABOR, GARNISHMENT	0012032213 54151
			<hr/>		
	<b>TOTAL FOR CHECK AP 00015126:</b>		292.00		
<b>TACOMA SCREW PRODUCTS INC (TACOSCRE)</b>					
	10020810100	07/13/2023	260.29	DRILL BITS, E-CLIPS, WASHERS,	0016502265 53141
	10021651600	07/14/2023	20.40	HEX CAP SCREWS	0016502265 53141
			<hr/>		
	<b>TOTAL FOR CHECK AP 00015127:</b>		280.69		
<b>UNIFIRST CORPORATION (UNIFIRST)</b>					
	2220005546	07/12/2023	147.42	JUL27 SHOP UNIFORMS/RUGS	0016502265 54931
			<hr/>		
	<b>TOTAL FOR CHECK AP 00015128:</b>		147.42		
<b>US BANK BUSINESS CARD (USBANKBU)</b>					
	PC.000.230725.5	07/20/2023	125.37	SHIPPING WSI BOARDS TO DEPTS	0012002210 54221
	PC.000.230725.5	07/20/2023	17.61	BVK ZOOM ACCOUNT JULY 2023	0012002210 54902
	PC.000.230725.5	07/20/2023	57.89	PCFTC STICKERS	0012322240 53141
	PC.000.230725.5	07/20/2023	171.42	ADMIN BOARD LUNCHES 2023-07-05	0012322240 53171
	PC.000.230725.5	07/20/2023	(171.42)	ADMIN BOARD LUNCH REFUND CONF	0012322240 53171
	PC.000.230725.5	07/20/2023	68.44	Trello July 2023	0014002230 54902
	PC.203.230725.2	07/20/2023	36.94	Pub Ed Assessor Lunch	0012032213 53171
	PC.203.230725.2	07/20/2023	125.00	Helpdesk Sprv Ad NeoGov	0012032213 54111
	PC.204.230725.2	07/20/2023	212.79	2-1/2" TO NGH ADAPT	0012042254 53501
	PC.250.230525.1	07/20/2023	48.40	CHARGE TO BE CREIDTED	0012502210 54901
	PC.250.230725.1	07/20/2023	(48.40)	CREDIT FOR MAY CHARGE	0012502210 54901
			<hr/>		
	<b>TOTAL FOR CHECK AP 00015129:</b>		644.04		
<b>WEST HEALTH ADVOCATE SOLUTIONS (HEALADVO)</b>					
	CP230615	06/15/2023	7.50	EAP - COMMISSIONERS JUL	0011001100 52008
	CP230615	06/15/2023	39.00	EAP - VOLUNTEERS JAN - DEC 202	0013102260 52008
	CP230715	07/15/2023	7.50	EAP - COMMISSIONERS AUG	0011001100 52008
	CP230715	07/15/2023	39.00	EAP - VOLUNTEERS JAN - DEC 202	0013102260 52008
			<hr/>		
	<b>TOTAL FOR CHECK AP 00015107:</b>		93.00		
	<b>REPORT TOTAL:</b>		<hr/>	544,411.75	
			<hr/>		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00015135	COFFFUND	CP Coffee Fund	07/27/23	3,014.00	MW	CX	
AP EFT 00015136	FLOWFUND	Flower Fund	07/27/23	144.00	MW	CX	
AP EFT 00015137	HRAVEBA	HRA VEBA TRUST	07/27/23	1,999.99	MW	CX	
AP EFT 00015138	LOCA726	LOCAL 726 FIREFIGHTERS TRUS	07/27/23	771,135.77	MW	CX	
AP EFT 00015139	NWFFT	NORTHWEST FIREFIGHTERS TRUS	07/27/23	39,535.04	MW	CX	
AP EFT 00015140	PCPROFF	PC Professional Firefighter	07/27/23	145,002.95	MW	CX	
AP EFT 00015141	REHNASSO	REHN & ASSOCIATES	07/27/23	1,482.50	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	962,314.25	Number of EFTs Processed:	7
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	962,314.25		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
COFFEE FUND (COFFFUND)						
	2800/2301007	07/27/2023	1,960.99	JULY PAYROLL	001	23184
	2800/2301007	07/27/2023	1,053.01	JULY PAYROLL	101	23184
TOTAL FOR CHECK AP 00015135:			3,014.00			
FLOWER FUND (FLOWFUND)						
	2802/2301007	07/27/2023	134.97	JULY PAYROLL	001	23184
	2802/2301007	07/27/2023	9.03	JULY PAYROLL	101	23184
TOTAL FOR CHECK AP 00015136:			144.00			
HRA VEBA TRUST (HRAVEBA)						
	1422/2301007	07/27/2023	1,999.99	JULY PAYROLL	001	23159
TOTAL FOR CHECK AP 00015137:			1,999.99			
LOCAL 726 FIREFIGHTERS TRUST (LOCA726)						
	1400/2301007	07/27/2023	302,263.70	JULY PAYROLL	101	23157
	1400/2301007	07/27/2023	466,802.49	JULY PAYROLL	001	23157
	1711/2301007	07/27/2023	107.20	JULY PAYROLL	001	23155
	2716/2301007	07/27/2023	1,104.78	JULY PAYROLL	001	23155
	2716/2301007	07/27/2023	664.70	JULY PAYROLL	101	23155
	2717/2301007	07/27/2023	63.64	JULY PAYROLL	101	23155
	2717/2301007	07/27/2023	129.26	JULY PAYROLL	001	23155
TOTAL FOR CHECK AP 00015138:			771,135.77			
NORTHWEST FIREFIGHTERS TRUST (NWFFT)						
	1401/2301007	07/27/2023	35,460.46	JULY PAYROLL	001	23157
	1401/2301007	07/27/2023	4,074.58	JULY PAYROLL	101	23157
TOTAL FOR CHECK AP 00015139:			39,535.04			
PC PROFESSIONAL FIREFIGHTERS L (PCPROFFF)						
	2300/2301007	07/27/2023	61,654.27	JULY PAYROLL	001	23160
	2300/2301007	07/27/2023	36,649.21	JULY PAYROLL	101	23160
	2303/2301007	07/27/2023	199.47	JULY PAYROLL	001	23160
	2440/2301007	07/27/2023	31,001.92	JULY PAYROLL	001	23160
	2440/2301007	07/27/2023	15,498.08	JULY PAYROLL	101	23160
TOTAL FOR CHECK AP 00015140:			145,002.95			
REHN & ASSOCIATES (REHNASSO)						
	1500/2301007	07/27/2023	29.65	JULY PAYROLL	001	23157
	1500/2301007	07/27/2023	3.60	JULY PAYROLL	101	23157
	2452/2301007	07/27/2023	208.33	JULY PAYROLL	001	23197
	2453/2301007	07/27/2023	1,108.42	JULY PAYROLL	001	23197
	2453/2301007	07/27/2023	132.50	JULY PAYROLL	101	23197
TOTAL FOR CHECK AP 00015141:			1,482.50			
REPORT TOTAL:			962,314.25			

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00015142	CPFREFT	Central Pierce Fire & Rescu	07/27/23	3.01	MW	CX	
AP EFT 00015143	DRMONIT	D&R MONITORING NETWORKS LLC	07/27/23	3,313.20	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	3,316.21	Number of EFTs Processed:	2
Total EPAYs	0.00	Number of EPAYs Processed:	0

S U B T O T A L 3,316.21

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/27/2023  
End Date: 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
D&R MONITORING NETWORKS (DRMONIT)					
	230187	07/19/2023	3,313.20	STATION 62 ELECTRICAL INSTALL	3016022250 54801
TOTAL FOR CHECK AP 00015143:			3,313.20		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	230187	07/19/2023	3.01	STATION 62 ELECTRICAL INSTALL	3016022250 54801
TOTAL FOR CHECK AP 00015142:			3.01		
REPORT TOTAL:			3,316.21		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00015144	ACTIONWO	ACTIONWORKS	07/27/23	1,246.63	MW	CX	
AP EFT 00015145	AMAZON	AMAZON CAPITAL SERVICES	07/27/23	1,390.47	MW	CX	
AP EFT 00015146	BATTEPLUS	Batteries Plus #245	07/27/23	190.25	MW	CX	
AP EFT 00015147	CPFREFT	Central Pierce Fire & Rescu	07/27/23	2,645.70	MW	CX	
AP EFT 00015148	CHRIINC	CHRISTENSEN INC	07/27/23	3,112.06	MW	CX	
AP EFT 00015149	CITYPUYA	CITY OF PUYALLUP	07/27/23	3,601.84	MW	CX	
AP EFT 00015150	CITYTREA	CITY OF TACOMA	07/27/23	3,201.47	MW	CX	
AP EFT 00015151	DRMONIT	D&R MONITORING NETWORKS LLC	07/27/23	579.05	MW	CX	
AP EFT 00015152	GRIMCO	GRIMCO INC	07/27/23	237.82	MW	CX	
AP EFT 00015153	IMSALLI	JUSTICE FAMILY ENTERPRISES	07/27/23	97.25	MW	CX	
AP EFT 00015154	LNCURTIS	L.N. Curtis and Sons	07/27/23	1,294.93	MW	CX	
AP EFT 00015155	LIFEASSI	Life-Assist Inc	07/27/23	43.59	MW	CX	
AP EFT 00015156	LOWECOMP	Lowe's Companies	07/27/23	799.01	MW	CX	
AP EFT 00015157	MALLCOMP	Mallory Safety and Supply L	07/27/23	6,294.42	MW	CX	
AP EFT 00015158	MONAMEDI	MONARCH MEDIA LLC	07/27/23	2,100.00	MW	CX	
AP EFT 00015159	NWCASCAD	NW Cascade Inc	07/27/23	825.50	MW	CX	
AP EFT 00015160	OMNIYOGA	OMNI YOGA LLC	07/27/23	1,000.00	MW	CX	
AP EFT 00015161	SEATHEAV	SEATTLE HEAVY INDUSTRIES LL	07/27/23	9,146.17	MW	CX	
AP EFT 00015162	STAPINC	STAPLES INC.	07/27/23	527.98	MW	CX	
AP EFT 00015163	USBANKBU	US Bank Business Card	07/27/23	4,479.76	MW	CX	
AP EFT 00015164	WEIRAPPL	Weir's Appliance Inc	07/27/23	2,110.90	MW	CX	
AP EFT 00015165	ROSE10280	ADAM ROSENLUND	07/27/23	82.16	MW	CX	
AP EFT 00015166	RESE12020	BRENDON RESECK	07/27/23	2,027.99	MW	CX	
AP EFT 00015167	SEAB05020	COLTON SEABURG	07/27/23	3,990.00	MW	CX	
AP EFT 00015168	GARYHAUE	Gary Hauenstein	07/27/23	2,000.00	MW	CX	
AP EFT 00015169	GITH05170	MITCHELL GITHENS	07/27/23	1,266.97	MW	CX	
AP EFT 00015170	GROA07250	Randal Groat	07/27/23	14.78	MW	CX	
AP EFT 00015171	ERIC06010	TARA ERICKSON	07/27/23	876.13	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
		S U B T O T A L S:						
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		0.00		Number of Checks Processed:		0
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled		0.00		Number of Checks Processed:		0
		Total EFTs		55,182.83		Number of EFTs Processed:		28
		Total EPAYs		0.00		Number of EPAYs Processed:		0
		S U B T O T A L		55,182.83				



Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/27/2023

End Date: 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>ACTIONWORKS (ACTIONWO)</b>					
	5944	07/19/2023	279.84	#S663 BUTTON SHIRTS - BOC APPR	0011001100 53131
	5944	07/19/2023	123.28	#K830 POLOS - BOC APPAREL	0011001100 53131
	5944	07/19/2023	104.96	#J317 SOFT SHELL JACKETS - BOC	0011001100 53131
	5944	07/19/2023	269.70	#OG824 BLAZERS - BOC APPAREL	0011001100 53131
	5944	07/19/2023	31.66	#L223 1/4 ZIP PULLOVER - BOC	0011001100 53131
	5944	07/19/2023	43.96	#LK830 LADIES POLO - BOC APPAR	0011001100 53131
	5944	07/19/2023	69.96	#L665 LADIES SHIRT - BOC APPAR	0011001100 53131
	5944	07/19/2023	52.48	#L327 LADIES SOFT SHELL JACKET	0011001100 53131
	5944	07/19/2023	78.96	UNIFORM PANTS - BOC APPAREL	0011001100 53131
	5944	07/19/2023	78.50	FREIGHT CHARGE	0011001100 53131
	5944	07/19/2023	113.33	TAX	0011001100 53131
<b>TOTAL FOR CHECK AP 00015144:</b>			1,246.63		
<b>ADAM ROSENLUND (ROSE10280)</b>					
	072023	07/20/2023	82.16	PRINT SOLUTIONS/TESTS	0012322240 54941
<b>TOTAL FOR CHECK AP 00015165:</b>			82.16		
<b>AMAZON CAPITAL SERVICES (AMAZON)</b>					
	113YXK31Q4PM	07/22/2023	9.46	IT cridoz 15 Rolls 1/8 Whitebo	0012102215 53141
	113YXK31Q4PM	07/22/2023	22.01	IT 54 Pack Magnetic Large Blan	0012102215 53141
	113YXK31Q4PM	07/22/2023	17.51	IT Stone City Printable Magnet	0012102215 53141
	113YXK31Q4PM	07/22/2023	176.15	67 ION Block Rocker Plus - 100	0016072250 53501
	11RPTGXK31V	04/17/2023	142.99	TOOK CM 2X IDLKQTV4CCDQ	0012302240 53501
	174CYQNV1C49	07/24/2023	84.63	AOC X-Acto 26615 Square Commer	0012002210 53501
	174CYQNV1C49	07/24/2023	8.69	AOC Cimkiz Dishwasher Magnet C	0012002210 53501
	174CYQNV1C49	07/24/2023	24.40	AOC Elite Gourmet ECT2428 Extr	0012002210 53501
	174CYQNV1C49	07/24/2023	29.07	Leadseals(R) 100 Green Plastic	0012042254 53141
	174CYQNV1C49	07/24/2023	10.73	63 Arm & Hammer Baking Soda, 1	0016032250 53121
	174CYQNV1C49	07/24/2023	18.71	63 Zip Ties 8 inch (1000 Pack)	0016032250 53141
	174CYQNV1C49	07/24/2023	15.40	65 4Pack Original [Apple MFi	0016052250 53501
	1PKYJLRV3TNF	07/24/2023	44.04	WD-40, HANDY CAN, 2OZ (EACH)	0012052218 53198
	1PRN4L7LTMV	07/23/2023	37.97	60A KENT - OtterBox iPhone 11	0013002220 53501
	1Q4KRWKKQR	07/22/2023	493.07	IT Rolling Magnetic Whiteboard	0012102215 53501
	1WDYC1Y7NPX	07/21/2023	24.66	CS Bags   Double Zip-Top + S/H	0012052218 53141
	1WDYC1Y7NPX	07/21/2023	19.73	SILICONE SPRAY, 11OZ (EACH)	0012052218 53198
	1WDYC1Y7NPX	07/21/2023	59.18	SCOURING PAD (EACH)	0012052218 53198
	1WDYC1Y7NPX	07/21/2023	25.51	64 CRAFTSMAN CMXZVBE38754 Red	0016042250 53141
	1WDYC1Y7NPX	07/21/2023	32.47	64 Rope Ratchet 10035 1/2" Tie	0016042250 53501
	1WDYC1Y7NPX	07/21/2023	72.26	65 Green Mountain Grills GMG D	0016052250 53501
	1WDYC1Y7NPX	07/21/2023	21.83	68 First Alert CO605 Plug-In	0016082250 53501
<b>TOTAL FOR CHECK AP 00015145:</b>			1,390.47		
<b>BATTERIES PLUS #245 (BATTEPLUS)</b>					
	P64190332	07/19/2023	95.13	BATTERY AA ALKALINE (EACH)	0012052218 53198
	P64190332	07/19/2023	95.12	BATTERY AAA ALKALINE (EACH)	0012052218 53198
<b>TOTAL FOR CHECK AP 00015146:</b>			190.25		
<b>BRENDON RESECK (RESE12020)</b>					

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	20234431	07/24/2023	340.00	AUG6/COEVTA/PD/WINDSOR, CO	0016502265 54301
	20234431	07/24/2023	926.97	AUG6/COEVTA/LODGING/WINDSOR,	0016502265 54311
	20234431	07/24/2023	761.02	AUG6/COEVTA/MILEAGE/WINDSOR, C	0016502265 54331
<b>TOTAL FOR CHECK AP 00015166:</b>			2,027.99		
<b>CHRISTENSEN INC (CHRIINC)</b>					
	0458029IN	07/17/2023	2,735.02	#458029 JULY17 STN61 FUEL	0012042254 53201
	0458751IN	07/18/2023	1,450.44	#0458751 JUL18 STN71 FUEL CHG	0012042254 53201
	446925CCM	07/17/2023	(317.08)	#446925 STN60 DEL FREE CREDIT	0012042254 53201
	453482CCM	07/17/2023	(756.32)	#453482 STN72 DEL FEE CREDIT	0012042254 53201
<b>TOTAL FOR CHECK AP 00015148:</b>			3,112.06		
<b>CITY OF PUYALLUP (CITYPUYA)</b>					
	1262	07/10/2023	95.05	#300000004907 PSE NATGAS MAR	0017032250 54701
	1262	07/10/2023	99.50	#300000004907 STN73 NATGAS APR	0017032250 54701
	1262	07/10/2023	164.43	#270845000 STN73 Q2 WATER	0017032250 54711
	1262	07/10/2023	417.97	#270845000 STN73 SWR/STM Q2	0017032250 54721
	1262	07/10/2023	1,042.44	#300000004907 PSE ELECT MAR	0017032250 54731
	1262	07/10/2023	812.37	#300000004907 STN73 ELECT APR	0017032250 54731
	1262	07/10/2023	7.44	#270845000 STN73 LANDFILL Q2	0017032250 54741
	AB-230721	07/21/2023	75.53	#660630001 AB WATER CHGS	0017132250 54711
	AB-230721	07/21/2023	88.56	#660630001 AB SEWER/STORM	0017132250 54721
	AB-230721	07/21/2023	29.74	#660630001 AB LANDFILL CHG	0017132250 54741
	N73-230721A	07/21/2023	34.34	#660460001 ARMORY SHOP WATER	0017132250 54711
	N73-230721A	07/21/2023	734.47	#660460001 ARM. SP SEWER/STORM	0017132250 54721
<b>TOTAL FOR CHECK AP 00015149:</b>			3,601.84		
<b>CITY TREASURER (CITYTREA)</b>					
	60-230725	07/25/2023	1,736.62	#101016331 STN60 JULY ELECTRIC	0016002250 54731
	67-230713	07/13/2023	710.01	#100808872 STN67 JULY ELECTRIC	0016072250 54731
	LC-230720	07/20/2023	754.84	#100221552 STN66 JUL ELECTRIC	0016162250 54731
<b>TOTAL FOR CHECK AP 00015150:</b>			3,201.47		
<b>COLTON SEABURG (SEAB05020)</b>					
	072223	07/22/2023	3,990.00	04/2023-06/2023 TUITION RMB	0012002210 54925
<b>TOTAL FOR CHECK AP 00015167:</b>			3,990.00		
<b>D&amp;R MONITORING NETWORKS (DRMONIT)</b>					
	230175	07/03/2023	534.60	JAN-DEC'23 STN67 ALARM MONITOR	0016072250 54191
	230189	07/24/2023	44.45	DEC'22 67 ALARM MONITORING	0016072250 54191
<b>TOTAL FOR CHECK AP 00015151:</b>			579.05		
<b>GARY HAUENSTEIN (GARYHAUE)</b>					
	072623	07/26/2023	50.00	2/27/23 DNTL #202305930955800	0012032213 52009
	072623	07/26/2023	1,566.00	2/27/23 DNTL #202305930956600	0012032213 52009
	072623	07/26/2023	47.60	4/3/23 DENTAL #202309431518700	0012032213 52009
	072623B	07/26/2023	336.40	5/11/23 DENTAL 202313531254200	0012032213 52009
<b>TOTAL FOR CHECK AP 00015168:</b>			2,000.00		
<b>GRIMCO INC (GRIMCO)</b>					
	3094850001	07/24/2023	118.91	WSI HPG0Y88A MRP HP 821	0012042254 53141
	3094850001	07/24/2023	118.91	WSI HPG0Y89A MRP HP 821	0012042254 53141

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

**End Date:** 07/27/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>TOTAL FOR CHECK AP 00015152:</b>			237.82		
<b>IMS ALLIANCE (IMSALLI)</b>					
	231731	06/14/2023	28.00	PASSPORT TAGS	0012502210 52010
	232103	07/20/2023	28.02	6-white pp tags	0012502210 52010
	232129	07/24/2023	13.21	PP WHITE FLEX	0012502210 52010
	232130	07/24/2023	10.57	6-BLUE TAGS TEXT	0012502210 52010
	232151	07/25/2023	17.45	6-white tags	0012502210 52010
<b>TOTAL FOR CHECK AP 00015153:</b>			97.25		
<b>L.N. CURTIS AND SONS (LNCURTIS)</b>					
	INV729050	07/24/2023	678.25	PPE Globe duty boots	0012502210 52010
	INV729204	07/24/2023	403.55	BLAUER NAVY POLO'S	0012042254 52011
	INV729759	07/25/2023	199.00	BLAUER NAVY POLO'S	0012042254 52011
	INV729759	07/25/2023	14.13	TRANSPORTATION / SHIRTS	0012042254 52011
<b>TOTAL FOR CHECK AP 00015154:</b>			1,294.93		
<b>LIFE-ASSIST INC (LIFEASSI)</b>					
	1340841	06/29/2023	10.78	SEE CREDIT 1342192	0012052218 53141
	1342192	07/06/2023	(10.79)	RETURN INV 1340841	0012052218 53141
	1346892	07/21/2023	12.07	ENDO TUBE, CUFFED, 9.0MM (EACH	0012052218 53198
	1346910	07/21/2023	31.53	ENDO TUBE, UNCUFFED, 3.0MM (EA	0012052218 53198
<b>TOTAL FOR CHECK AP 00015155:</b>			43.59		
<b>LOWE'S COMPANIES (LOWECOMP)</b>					
	70826	07/20/2023	250.15	WATER, FLAT CAPS (CASE/24)	0012052218 53198
	85112	07/25/2023	104.37	SO 10ea. Rust-Oleum Profession	0013302685 53141
	85112	07/25/2023	302.28	SO Metabo HPT 3.25-in 21-Degre	0013302685 53501
	89941	07/27/2023	142.21	61 NEW PROPANE TANKS	0016012250 53501
<b>TOTAL FOR CHECK AP 00015156:</b>			799.01		
<b>MALLORY COMPANY (MALLCOMP)</b>					
	5666673	07/11/2023	205.89	SR-H04-SC H2S -	0012042254 53141
	5666673	07/11/2023	310.48	SR-M04-SC CO - \$28	0012042254 53141
	5673121	07/19/2023	5,778.05	FOAM, FIREADE 2000, 5GAL	0012052218 53198
<b>TOTAL FOR CHECK AP 00015157:</b>			6,294.42		
<b>MITCHELL GITHENS (GITH05170)</b>					
	20234390	07/24/2023	340.00	AUG6/COEVTA/PD/WINDSOR, CO	0016502265 54301
	20234390	07/24/2023	926.97	AUG6/COEVTA/LODG/WINDSOR, CO	0016502265 54311
<b>TOTAL FOR CHECK AP 00015169:</b>			1,266.97		
<b>MONARCH MEDIA LLC (MONAMEDI)</b>					
	1020	05/08/2023	1,100.00	ON-SITE PHOTOGRAPHY/VIDEOGRAPH	0012322240 54191
	1020	05/08/2023	1,000.00	PHOTO/VIDEO EDITING	0012322240 54191
<b>TOTAL FOR CHECK AP 00015158:</b>			2,100.00		
<b>NW CASCADE INC (NWCASCAD)</b>					
	0553601659	07/17/2023	825.50	TECH RESC TRNG SANICAN JUL-AUG	0013302685 54502
<b>TOTAL FOR CHECK AP 00015159:</b>			825.50		
<b>OMNI YOGA LLC (OMNIYOGA)</b>					
	230716	07/16/2023	1,000.00	MONTHLY YOGA CONTRACT	0012502210 54911
<b>TOTAL FOR CHECK AP 00015160:</b>			1,000.00		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 07/27/2023

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<b>PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)</b>					
	0000793035	06/30/2023	299.87	PE ELU-46LT 1.00000	0014002230 53501
	0000793035	06/30/2023	13.33	PE EL-202 1.00000	0014002230 53501
	0000793035	06/30/2023	32.62	PE FRT	0014002230 53501
	053023	07/24/2023	226.61	05/2023 DEPT OF REV EXCISE RTN	0012002210 54914
	053023	07/24/2023	843.87	05/2023 DEPT OF REV EXCISE RTN	0012002210 54961
	053023	07/24/2023	55.14	05/2023 DEPT OF REV EXCISE RTN	0016502265 54961
	063023	07/24/2023	905.16	06/2023 B&O RETURN	0012002210 54961
	063023	07/24/2023	54.76	06/2023 B&O RETURN	0016502265 54961
	063023	07/24/2023	17.18	06/2023 B&O RETURN	015 23700
	754077063	07/10/2023	(0.28)	RETURN ON P011018	0012052218 53198
	9937824559	06/21/2023	1.80	CP-SIM CARDS FOR RIG CONNECT P	0012042254 54813
	PC.340.230725.1	07/27/2023	195.64	EMS CONNECT	1013402680 54902
<b>TOTAL FOR CHECK AP 00015147:</b>			2,645.70		
<b>RANDAL GROAT (GROA07250)</b>					
	072123	05/28/2023	39.78	06/03/23-07/02/23 COMCAST	0016002250 54191
	072123	05/28/2023	(25.00)	07/03/23-08/02/23 COMCAST	0016002250 54191
<b>TOTAL FOR CHECK AP 00015170:</b>			14.78		
<b>SEATTLE HEAVY INDUSTRIES LLC (SEATHEAV)</b>					
	000058	07/24/2023	5,894.75	IT FACILITY LEASE AUG'23	0012109122 57000
	000059	07/24/2023	3,251.42	AUG FLASHCUBE CAM CHGS	0012102215 54911
<b>TOTAL FOR CHECK AP 00015161:</b>			9,146.17		
<b>STAPLES, INC. (STAPINC)</b>					
	3543396650	07/26/2023	53.06	SPONGE, SCRUBBING (EACH)	0012052218 53198
	3543396650	07/26/2023	172.37	MICROFIBER TOWELS (EACH)	0012052218 53198
	3543396650	07/26/2023	302.55	HAIR & BODY SHAMPOO, 1000ML (E	0012052218 53198
<b>TOTAL FOR CHECK AP 00015162:</b>			527.98		
<b>TARA ERICKSON (ERIC06010)</b>					
	20234437	07/24/2023	300.00	AUG14/FIRE ANAL/PD/KANSAS CTY,	0012002210 54301
	20234437	07/24/2023	576.13	AUG14/FIRE ANAL/LODG/KANSAS CI	0012002210 54311
<b>TOTAL FOR CHECK AP 00015171:</b>			876.13		
<b>US BANK BUSINESS CARD (USBANKBU)</b>					
	PC.000.230725.6	07/27/2023	20.41	64 WASP SPRAY	0012042254 53141
	PC.000.230725.6	07/27/2023	2.19	63 DOOR STOP TIP	0012042254 53146
	PC.000.230725.6	07/27/2023	35.19	SINK BATTERIES FOR STN	0012042254 53146
	PC.000.230725.6	07/27/2023	50.70	72 DRYER VENT DUCT	0012042254 53146
	PC.340.230625.1	07/27/2023	2,089.00	EMS CONNECT	1013402680 54902
	PC.340.230725.1	07/27/2023	1,937.00	EMS CONNECT	1013402680 54902
	PC.609.230725.1	07/27/2023	19.46	Food Admin	0012002210 53171
	PC.609.230725.1	07/27/2023	325.81	Food Admin	0012002210 53171
<b>TOTAL FOR CHECK AP 00015163:</b>			4,479.76		
<b>WEIR'S APPLIANCE INC (WEIRAPPL)</b>					
	26772	05/24/2023	2,110.90	STATION 69 REPLACEMENT FRIDGE	0012042254 53501
<b>TOTAL FOR CHECK AP 00015164:</b>			2,110.90		

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 07/27/2023  
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EF CHK 00060149	AMPE01210	AMPE, MICHAEL G	07/31/23	56.71	MW	IS	PA	
EF CHK 00060150	ANDE08020	ANDERSEN, DARWIN A	07/31/23	9,269.42	MW	IS	PA	
EF CHK 00060151	ANDE03230	ANDERSON, DENNIS M	07/31/23	8,651.81	MW	IS	PA	
EF CHK 00060152	ANDE04300	ANDERSON, SEAN M	07/31/23	7,434.01	MW	IS	PA	
EF CHK 00060153	ARON10160	ARONOW, CHRISTIAN A	07/31/23	14,053.31	MW	IS	PA	
EF CHK 00060154	AUSE05040	AUSENHUS, LUKE	07/31/23	4,316.84	MW	IS	PA	
EF CHK 00060155	AUVI12010	AUVIL, MICHAEL E	07/31/23	9,614.13	MW	IS	PA	
EF CHK 00060156	BACA02140	BACA, JOHN	07/31/23	11,538.38	MW	IS	PA	
EF CHK 00060157	BAKE11280	BAKER, WILLIAM D	07/31/23	8,033.58	MW	IS	PA	
EF CHK 00060158	BANN11040	BANNER, SAMUEL	07/31/23	6,601.14	MW	IS	PA	
EF CHK 00060159	BART02050	BARTROFF, KALE B	07/31/23	4,093.67	MW	IS	PA	
EF CHK 00060160	BAUG09050	BAUGH, RYAN S	07/31/23	6,163.07	MW	IS	PA	
EF CHK 00060161	BEAL12070	BEAL, MARC J	07/31/23	7,899.01	MW	IS	PA	
EF CHK 00060162	BEAU03040	BEAUCHAMP, JOHN ROBERT	07/31/23	7,957.94	MW	IS	PA	
EF CHK 00060163	BEAU05190	BEAUSOLEIL, KEVIN	07/31/23	5,381.72	MW	IS	PA	
EF CHK 00060164	BEEN06250	BEENE, DYLAN C	07/31/23	10,476.90	MW	IS	PA	
EF CHK 00060165	BELL06020	BELLERIVE, ROGER M	07/31/23	4,999.25	MW	IS	PA	
EF CHK 00060166	BENN09190	BENNING, DALE R	07/31/23	11,602.20	MW	IS	PA	
EF CHK 00060167	BENN09240	BENNING, DAVID M	07/31/23	10,038.74	MW	IS	PA	
EF CHK 00060168	BENN08280	BENNING, TYLER I	07/31/23	3,939.67	MW	IS	PA	
EF CHK 00060169	BERD04150	BERDAN, KEVIN M	07/31/23	11,693.84	MW	IS	PA	
EF CHK 00060170	BERD11180	BERDAN, SCOTT R	07/31/23	19,524.25	MW	IS	PA	
EF CHK 00060171	BERN05110	BERNSON, JAMES	07/31/23	9,792.33	MW	IS	PA	
EF CHK 00060172	BEST07180	BEST, BLUE J	07/31/23	11,675.65	MW	IS	PA	
EF CHK 00060173	BISH08130	BISHOP, KYLEE C	07/31/23	4,823.14	MW	IS	PA	
EF CHK 00060174	BONE11020	BONE, BRIDGETT C	07/31/23	5,597.71	MW	IS	PA	
EF CHK 00060175	BOUC09170	BOUCHARD, JOSEPH R	07/31/23	11,209.29	MW	IS	PA	
EF CHK 00060176	BOYL01120	BOYLE, TREVOR D	07/31/23	9,683.02	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060177	BRAG02260	BRAGG, DAVID B	07/31/23	6,906.54	MW	IS	PA	
EF CHK 00060178	BRIZ10180	BRIZENDINE, JACK R	07/31/23	9,605.83	MW	IS	PA	
EF CHK 00060179	BRON03130	BRONOSKE, MATTHEW J	07/31/23	12,504.18	MW	IS	PA	
EF CHK 00060180	BROW04280	BROWN, JASON K	07/31/23	9,316.99	MW	IS	PA	
EF CHK 00060181	BROW11160	BROWN, LANE	07/31/23	4,723.36	MW	IS	PA	
EF CHK 00060182	BROW03260	BROWN, TYLER T	07/31/23	15,043.37	MW	IS	PA	
EF CHK 00060183	BRUN10060	BRUNTON, CHAD	07/31/23	6,864.68	MW	IS	PA	
EF CHK 00060184	BRYA08020	BRYAN, QUENTIN L	07/31/23	9,770.46	MW	IS	PA	
EF CHK 00060185	BURK08220	BURKE, REBECCA L	07/31/23	5,072.44	MW	IS	PA	
EF CHK 00060186	BURK07120	BURKE, RYAN K	07/31/23	8,631.09	MW	IS	PA	
EF CHK 00060187	BUTL12200	BUTLER, BRANDON J	07/31/23	7,565.75	MW	IS	PA	
EF CHK 00060188	BYKE03270	BYKERK, CHAD	07/31/23	7,911.44	MW	IS	PA	
EF CHK 00060189	CABL08140	CABLE, JEFFREY P	07/31/23	11,598.49	MW	IS	PA	
EF CHK 00060190	CABL02060	CABLE, MICHAEL A	07/31/23	9,517.07	MW	IS	PA	
EF CHK 00060191	CALD12300	CALDIER, BRIAN L	07/31/23	9,020.10	MW	IS	PA	
EF CHK 00060192	CARD12140	CARDINAL, WILLIAM T	07/31/23	15,660.60	MW	IS	PA	
EF CHK 00060193	CARR10110	CARRIGAN, CHRISTOPHER M	07/31/23	10,762.11	MW	IS	PA	
EF CHK 00060194	CART07070	CARTER-HOSKINSON, STEPHANY	07/31/23	8,810.01	MW	IS	PA	
EF CHK 00060195	CERR03070	CERRILLO, MASON	07/31/23	5,990.77	MW	IS	PA	
EF CHK 00060196	CHIV10030	CHIVINGTON, JEREMY	07/31/23	5,568.28	MW	IS	PA	
EF CHK 00060197	CHRI04250	CHRISTIANSO, BRYAN D	07/31/23	14,476.79	MW	IS	PA	
EF CHK 00060198	CLAI03210	CLAIBOURN, JUSTIN M	07/31/23	7,662.26	MW	IS	PA	
EF CHK 00060199	CLAR10100	CLARK, JORDAN P	07/31/23	6,267.49	MW	IS	PA	
EF CHK 00060200	CLAY08290	CLAYTON, MARK E	07/31/23	8,911.51	MW	IS	PA	
EF CHK 00060201	COBU10210	COBUN, JACOB C	07/31/23	6,109.69	MW	IS	PA	
EF CHK 00060202	COKL05160	COKL, ERICK M	07/31/23	13,053.16	MW	IS	PA	
EF CHK 00060203	CORD05260	CORDES, TIFFANY	07/31/23	5,773.03	MW	IS	PA	
EF CHK 00060204	COTT10310	COTTER, KENDALL J	07/31/23	6,071.41	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060205	COUR06190	COURTNEY, LUKE P	07/31/23	10,945.07	MW	IS	PA	
EF CHK 00060206	COUR08040	COURTNEY, WESLEY P	07/31/23	8,667.23	MW	IS	PA	
EF CHK 00060207	COX09010	COX, LAUREN	07/31/23	4,126.39	MW	IS	PA	
EF CHK 00060208	CRAF04130	CRAFT JR, RICHARD	07/31/23	7,598.19	MW	IS	PA	
EF CHK 00060209	CRAI04100	CRAIG, CHRISTOPHER T	07/31/23	6,942.22	MW	IS	PA	
EF CHK 00060210	CURN11150	CURNUTT, DANIEL G	07/31/23	12,668.38	MW	IS	PA	
EF CHK 00060211	CURR11200	CURRIE, MATTHEW A	07/31/23	8,111.95	MW	IS	PA	
EF CHK 00060212	CUTH08310	CUTHBERT, SHAUN D	07/31/23	7,776.93	MW	IS	PA	
EF CHK 00060213	DEMO01160	DEMOTT, JASON R	07/31/23	6,692.88	MW	IS	PA	
EF CHK 00060214	DEVE02150	DEVEGLIO, PAUL M	07/31/23	5,706.46	MW	IS	PA	
EF CHK 00060215	DEVI06170	DEVINE, JEFFREY A	07/31/23	6,784.07	MW	IS	PA	
EF CHK 00060216	DEYE11050	DEYETTE, ZACKARY H	07/31/23	853.26	MW	IS	PA	
EF CHK 00060217	DICK09260	DICKENS, KYLE	07/31/23	5,578.28	MW	IS	PA	
EF CHK 00060218	DICK02040	DICKSON, ADAM C	07/31/23	6,932.36	MW	IS	PA	
EF CHK 00060219	DISC04190	DISCH, JESSE	07/31/23	6,573.40	MW	IS	PA	
EF CHK 00060220	DORM03250	DORMAIER, MARIAH L	07/31/23	7,664.32	MW	IS	PA	
EF CHK 00060221	DORS10070	DORSEY, JAMES P	07/31/23	6,797.24	MW	IS	PA	
EF CHK 00060222	DRAN02150	DRANGSTVEIT, DAVID L	07/31/23	125.78	MW	IS	PA	
EF CHK 00060223	DRAN12010	DRANGSTVEIT, KIMBERLY L	07/31/23	113.98	MW	IS	PA	
EF CHK 00060224	DULA04240	DULAS, ANTHONY P	07/31/23	27,667.88	MW	IS	PA	
EF CHK 00060225	DURA01060	DURANT, ERICK J	07/31/23	10,700.95	MW	IS	PA	
EF CHK 00060226	DYER08200	DYER, RICHARD C	07/31/23	7,139.17	MW	IS	PA	
EF CHK 00060227	EDWA05020	EDWARDS, WAYNE R	07/31/23	13,865.03	MW	IS	PA	
EF CHK 00060228	ELFE05240	ELFERT, BENJAMIN J	07/31/23	9,422.83	MW	IS	PA	
EF CHK 00060229	ERIC06010	ERICKSON, TARA	07/31/23	7,356.51	MW	IS	PA	
EF CHK 00060230	ERIC12120	ERICSON, STEVEN B	07/31/23	5,811.14	MW	IS	PA	
EF CHK 00060231	ERNS02240	ERNST, SUZANNE M	07/31/23	5,252.64	MW	IS	PA	
EF CHK 00060232	ESCO07090	ESCOBEDO, RAY C	07/31/23	20,204.30	MW	IS	PA	



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060233	ESTE10290	ESTES, BRIAN D	07/31/23	12,817.89	MW	IS	PA	
EF CHK 00060234	FALL06200	FALLSTEAD, BAILEY	07/31/23	6,560.45	MW	IS	PA	
EF CHK 00060235	FARI10080	FARIAS, JUSTEN	07/31/23	26,641.62	MW	IS	PA	
EF CHK 00060236	FARR03180	FARRIS, JOSHUA L	07/31/23	9,964.62	MW	IS	PA	
EF CHK 00060237	FERR08150	FERRIER, BRIAN S	07/31/23	15,637.88	MW	IS	PA	
EF CHK 00060238	FIEL04230	FIELDMAN, SCOTT J	07/31/23	8,654.24	MW	IS	PA	
EF CHK 00060239	FOLD12030	FOLDEN, JORDAN	07/31/23	14,016.86	MW	IS	PA	
EF CHK 00060240	FORD03060	FORD, CHRISTOPHER A	07/31/23	5,126.83	MW	IS	PA	
EF CHK 00060241	FOX05220	FOX, JESSE C	07/31/23	11,805.93	MW	IS	PA	
EF CHK 00060242	FOX07170	FOX, MELISSA R	07/31/23	5,424.27	MW	IS	PA	
EF CHK 00060243	FRAN10200	FRANZ, JONATHON G	07/31/23	8,749.53	MW	IS	PA	
EF CHK 00060244	GACI11090	GACIOCH, STANLEY J	07/31/23	22,221.27	MW	IS	PA	
EF CHK 00060245	GAFF03230	GAFFIN, DEVIN	07/31/23	4,177.14	MW	IS	PA	
EF CHK 00060246	GAGE01050	GAGE, JUSTIN M	07/31/23	11,638.36	MW	IS	PA	
EF CHK 00060247	GEOR11060	GEORGE, JAMAL A	07/31/23	12,908.28	MW	IS	PA	
EF CHK 00060248	GILK10180	GILKEY, MALAC S	07/31/23	6,703.23	MW	IS	PA	
EF CHK 00060249	GILL05280	GILLESPIE, JOSEPH	07/31/23	4,637.54	MW	IS	PA	
EF CHK 00060250	GIRT07050	GIRT, JAMES A	07/31/23	15,162.32	MW	IS	PA	
EF CHK 00060251	GITH05170	GITHENS, MITCHELL R	07/31/23	6,313.49	MW	IS	PA	
EF CHK 00060252	GLAS04300	GLASS, STEPHANIE L	07/31/23	7,436.26	MW	IS	PA	
EF CHK 00060253	GONZ06220	GONZALEZ, SAMUEL	07/31/23	5,178.37	MW	IS	PA	
EF CHK 00060254	GOUG05180	GOUGH, JAMES L	07/31/23	10,691.60	MW	IS	PA	
EF CHK 00060255	GRAB05020	GRABINSKI, BRENT E	07/31/23	8,359.92	MW	IS	PA	
EF CHK 00060256	GRAU06270	GRAUERT, JOHN H	07/31/23	5,352.47	MW	IS	PA	
EF CHK 00060257	GRAY05050	GRAYBEAL, COLIN	07/31/23	5,440.27	MW	IS	PA	
EF CHK 00060258	GREE06100	GREEN, DONALD L	07/31/23	10,554.74	MW	IS	PA	
EF CHK 00060259	GREE04260	GREEN, SAMUEL L	07/31/23	6,993.06	MW	IS	PA	
EF CHK 00060260	GROA07250	GROAT, RANDAL C	07/31/23	14,227.11	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060261	GUND02110	GUNDERMANN, BLADE T	07/31/23	7,228.40	MW	IS	PA	
EF CHK 00060262	HACK05250	HACKETT, BRIAN D	07/31/23	8,927.24	MW	IS	PA	
EF CHK 00060263	HALL12280	HALL, CORBIN M	07/31/23	10,290.66	MW	IS	PA	
EF CHK 00060264	HAMM01040	HAMMOND, STEVEN D	07/31/23	16,661.99	MW	IS	PA	
EF CHK 00060265	HARR05210	HARRISON, JHAUVON	07/31/23	7,048.99	MW	IS	PA	
EF CHK 00060266	HARR03040	HARRUFF, PAUL W	07/31/23	8,715.37	MW	IS	PA	
EF CHK 00060267	HAUL07290	HAULMAN, THOMAS J	07/31/23	5,630.57	MW	IS	PA	
EF CHK 00060268	HELL02230	HELLEY, WYATT K	07/31/23	9,422.50	MW	IS	PA	
EF CHK 00060269	HEPL10280	HEPLER, NICHOLAS	07/31/23	5,325.27	MW	IS	PA	
EF CHK 00060270	HERT10180	HERTEL, JOSEPH	07/31/23	7,214.31	MW	IS	PA	
EF CHK 00060271	HOAR09280	HOAR, FRANKIE	07/31/23	4,570.02	MW	IS	PA	
EF CHK 00060272	HODG05220	HODGES, DONALD L	07/31/23	10,570.83	MW	IS	PA	
EF CHK 00060273	HOG07200	HOGUE, STEPHEN N	07/31/23	9,977.85	MW	IS	PA	
EF CHK 00060274	HOLL03120	HOLLAND, FLINT R	07/31/23	4,552.56	MW	IS	PA	
EF CHK 00060275	HOLL07020	HOLLSTROM, SCOTT J	07/31/23	13,552.38	MW	IS	PA	
EF CHK 00060276	HOLM03060	HOLM, ALEXANDER J	07/31/23	6,945.22	MW	IS	PA	
EF CHK 00060277	HOLM03120	HOLM, MATTHEW W	07/31/23	1,025.64	MW	IS	PA	
EF CHK 00060278	HOWE08170	HOWE, JOSHUA	07/31/23	5,245.90	MW	IS	PA	
EF CHK 00060279	HOWE12160	HOWELL, BRENNAN	07/31/23	4,885.33	MW	IS	PA	
EF CHK 00060280	HOWE11090	HOWELL, JASON D	07/31/23	13,374.02	MW	IS	PA	
EF CHK 00060281	HUBB01140	HUBBARD, SHUTASIA	07/31/23	2,253.54	MW	IS	PA	
EF CHK 00060282	HUCK06270	HUCKE, KEVIN C	07/31/23	8,701.21	MW	IS	PA	
EF CHK 00060283	HUDS09150	HUDSON, KYLER	07/31/23	10,802.86	MW	IS	PA	
EF CHK 00060284	HUDS04230	HUDSPETH, STEPHEN	07/31/23	11,585.15	MW	IS	PA	
EF CHK 00060285	HUNT04150	HUNT, MATTHEW DL	07/31/23	11,092.66	MW	IS	PA	
EF CHK 00060286	HYAT03230	HYATT, DIANE M	07/31/23	5,103.30	MW	IS	PA	
EF CHK 00060287	IMBE01030	IMBER, CARA	07/31/23	2,013.17	MW	IS	PA	
EF CHK 00060288	IRWI12310	IRWIN, SEAN S	07/31/23	12,916.16	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
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EF CHK 00060289	JACK04070	JACKSON, ADAM D	07/31/23	15,806.02	MW	IS	PA	
EF CHK 00060290	JACK04190	JACKSON, AMY B	07/31/23	5,066.24	MW	IS	PA	
EF CHK 00060291	JAME08270	JAMES, AARON J	07/31/23	7,428.23	MW	IS	PA	
EF CHK 00060292	JAUR05250	JAURIGUE, RICKY	07/31/23	6,890.29	MW	IS	PA	
EF CHK 00060293	JEAN10110	JEAN, NATHANIEL	07/31/23	6,546.86	MW	IS	PA	
EF CHK 00060294	JETT10170	JETTER, MEGAN J	07/31/23	7,409.10	MW	IS	PA	
EF CHK 00060295	JOHN05180	JOHNSON, MICHAEL L	07/31/23	10,552.43	MW	IS	PA	
EF CHK 00060296	JOHN07230	JOHNSTON, BRICE A	07/31/23	8,154.32	MW	IS	PA	
EF CHK 00060297	JOHN10210	JOHNSTON, CHESTER L	07/31/23	6,775.81	MW	IS	PA	
EF CHK 00060298	JONE08150	JONES, KELLY	07/31/23	5,541.66	MW	IS	PA	
EF CHK 00060299	KAMK01270	KAMKE, ALLAN R	07/31/23	11,097.76	MW	IS	PA	
EF CHK 00060300	KAMK10180	KAMKE, DAVID N	07/31/23	12,203.28	MW	IS	PA	
EF CHK 00060301	KAPL10260	KAPLAN, TYLER JOEL	07/31/23	5,057.58	MW	IS	PA	
EF CHK 00060302	KAVA12210	KAVANAUGH, JAMIE K	07/31/23	7,946.96	MW	IS	PA	
EF CHK 00060303	KELL09040	KELLEY, MICHAEL R	07/31/23	5,011.77	MW	IS	PA	
EF CHK 00060304	KEMP01170	KEMP, AARON C	07/31/23	13,335.33	MW	IS	PA	
EF CHK 00060305	KENT02060	KENT, RONALD E	07/31/23	11,751.12	MW	IS	PA	
EF CHK 00060306	KETT03030	KETTER, KYLE J	07/31/23	4,761.06	MW	IS	PA	
EF CHK 00060307	KLEM02060	KLEMM, KELLY L	07/31/23	13,593.81	MW	IS	PA	
EF CHK 00060308	KLUB04030	KLUBE, TAMRA A	07/31/23	10,640.51	MW	IS	PA	
EF CHK 00060309	KNIG03100	KNIGHTON JR, RONNIE B	07/31/23	10,476.19	MW	IS	PA	
EF CHK 00060310	KNOE08170	KNOETGEN, MATTHEW A	07/31/23	5,469.52	MW	IS	PA	
EF CHK 00060311	KOND01160	KONDRA, JOSHUA	07/31/23	4,703.50	MW	IS	PA	
EF CHK 00060312	KOND11050	KONDRA, MICHAEL L	07/31/23	19,469.34	MW	IS	PA	
EF CHK 00060313	KOUS12290	KOUsETTIS, STELIOS	07/31/23	13,417.42	MW	IS	PA	
EF CHK 00060314	KOVA04180	KOVASH, LOGAN T	07/31/23	14,023.38	MW	IS	PA	
EF CHK 00060315	KREK10100	KREKLING, JEFFREY S	07/31/23	11,410.06	MW	IS	PA	
EF CHK 00060316	KUEH10230	KUEHLTHAU, ERIC J	07/31/23	8,341.44	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060317	KUFF12140	KUFFLER, RYAN	07/31/23	5,474.72	MW	IS	PA	
EF CHK 00060318	KUZA10160	KUZARO, CORY R	07/31/23	13,876.22	MW	IS	PA	
EF CHK 00060319	LAMB04260	LAMB, AARON R	07/31/23	12,657.01	MW	IS	PA	
EF CHK 00060320	LAMB10110	LAMBERT, LOGAN C	07/31/23	12,843.65	MW	IS	PA	
EF CHK 00060321	LAMI12270	LAMIE, ROBERT D	07/31/23	5,780.34	MW	IS	PA	
EF CHK 00060322	LANG03290	LANGLOW, CREIGHTON	07/31/23	4,446.04	MW	IS	PA	
EF CHK 00060323	LARS08040	LARSEN, ROMAN A	07/31/23	10,183.11	MW	IS	PA	
EF CHK 00060324	LE06020	LE, ALEXANDER C	07/31/23	6,321.97	MW	IS	PA	
EF CHK 00060325	LEE11100	LEE, JEREMY	07/31/23	6,376.32	MW	IS	PA	
EF CHK 00060326	LESS08200	LESSER, MONICA	07/31/23	4,305.93	MW	IS	PA	
EF CHK 00060327	LEVE10200	LEVENSELLER, BRIAN P	07/31/23	10,909.31	MW	IS	PA	
EF CHK 00060328	LIPK07300	LIPKE, JONATHAN	07/31/23	9,963.34	MW	IS	PA	
EF CHK 00060329	LONG05260	LONG III, THOMAS P	07/31/23	10,123.83	MW	IS	PA	
EF CHK 00060330	LONG06060	LONG, BRIAN	07/31/23	5,500.28	MW	IS	PA	
EF CHK 00060331	LUCA09190	LUCAS, DAVID M	07/31/23	11,007.68	MW	IS	PA	
EF CHK 00060332	LUCE06290	LUCEY, MICHAEL	07/31/23	7,135.99	MW	IS	PA	
EF CHK 00060333	LUKE08170	LUKE, JOSHUA A	07/31/23	12,220.81	MW	IS	PA	
EF CHK 00060334	LUND01290	LUND, CHRISTIAN T	07/31/23	7,932.39	MW	IS	PA	
EF CHK 00060335	MADI02210	MADISON, DANIKA B	07/31/23	6,430.96	MW	IS	PA	
EF CHK 00060336	MADI02270	MADISON, RYAN E	07/31/23	6,560.38	MW	IS	PA	
EF CHK 00060337	MALF11300	MALFABON, ELVIS L	07/31/23	5,917.02	MW	IS	PA	
EF CHK 00060338	MANG11020	MANGAN, JEREMY W	07/31/23	8,073.71	MW	IS	PA	
EF CHK 00060339	MARQ11140	MARQUARDT, PATRICK D	07/31/23	6,735.73	MW	IS	PA	
EF CHK 00060340	MART09130	MARTIN, KYLE D	07/31/23	7,868.06	MW	IS	PA	
EF CHK 00060341	MART05180	MARTINAZZI, REBECCA A	07/31/23	6,367.72	MW	IS	PA	
EF CHK 00060342	MART01240	MARTINSON, BRETT R	07/31/23	9,553.15	MW	IS	PA	
EF CHK 00060343	MART12050	MARTINSON, RODNEY L	07/31/23	14,047.20	MW	IS	PA	
EF CHK 00060344	MARZ11020	MARZOLF, ZACHARY	07/31/23	7,425.17	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
EF CHK 00060345	MCAF01180	MCAFEE, ANDREW B	07/31/23	10,282.37	MW	IS	PA	
EF CHK 00060346	MCCA01050	MCCABE, C ADAM	07/31/23	9,238.58	MW	IS	PA	
EF CHK 00060347	MCCO09160	MCCORMICK, CYDNI A	07/31/23	7,776.38	MW	IS	PA	
EF CHK 00060348	MCCU01270	MCCUTCHEON, KEVIN J	07/31/23	9,015.81	MW	IS	PA	
EF CHK 00060349	MCDO03170	MCDONALD, MICHAEL	07/31/23	4,979.63	MW	IS	PA	
EF CHK 00060350	MCDO08100	MCDOWELL, MATTHEW	07/31/23	14,427.30	MW	IS	PA	
EF CHK 00060351	MCFA07170	MCFADDEN, JOEL S	07/31/23	8,720.15	MW	IS	PA	
EF CHK 00060352	MCGA08140	MCGAVRAN, DONAL R	07/31/23	6,362.39	MW	IS	PA	
EF CHK 00060353	MCGR11300	MCGRATH, ROSS M	07/31/23	8,212.90	MW	IS	PA	
EF CHK 00060354	MCIN12080	MCINNIS, ERIKA	07/31/23	4,488.37	MW	IS	PA	
EF CHK 00060355	MCKE09220	MCKENZIE, RADCLIFFE L	07/31/23	12,415.65	MW	IS	PA	
EF CHK 00060356	MCKI02200	MCKINNON, JACOB	07/31/23	7,844.74	MW	IS	PA	
EF CHK 00060357	MCNE09230	MCNEALLEY, ERIC J	07/31/23	12,181.82	MW	IS	PA	
EF CHK 00060358	MERR05270	MERRIMAN, PATRICK A	07/31/23	6,306.07	MW	IS	PA	
EF CHK 00060359	MICH04170	MICHEL, MAURICE	07/31/23	4,796.36	MW	IS	PA	
EF CHK 00060360	MITC10150	MITCHELL, DALE T	07/31/23	699.09	MW	IS	PA	
EF CHK 00060361	MOAN12210	MOAN, ANDREW V	07/31/23	14,477.17	MW	IS	PA	
EF CHK 00060362	MOE04030	MOE, ANDREW A	07/31/23	8,732.05	MW	IS	PA	
EF CHK 00060363	MOOR09280	MOOR, ZACHARY D	07/31/23	5,992.27	MW	IS	PA	
EF CHK 00060364	MORR06170	MORROW, DUSTIN E	07/31/23	16,803.89	MW	IS	PA	
EF CHK 00060365	MOSL04100	MOSLEY, JACKSON	07/31/23	6,290.35	MW	IS	PA	
EF CHK 00060366	MUNR10020	MUNRO, SCOTT G	07/31/23	8,706.78	MW	IS	PA	
EF CHK 00060367	MURP09030	MURPHY, PHILIP R	07/31/23	6,556.46	MW	IS	PA	
EF CHK 00060368	MURP04160	MURPHY, SAMMY L	07/31/23	6,245.81	MW	IS	PA	
EF CHK 00060369	NAGO02260	NAGORSKI, SCHUYLLER	07/31/23	229.75	MW	IS	PA	
EF CHK 00060370	NELS02190	NELSON, JUSTIN	07/31/23	9,004.86	MW	IS	PA	
EF CHK 00060371	NOBL10020	NOBLE, CHRISTOPHER D	07/31/23	6,007.48	MW	IS	PA	
EF CHK 00060372	NODA03310	NODAL, SOLON	07/31/23	9,225.57	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
EF CHK 00060373	NOLL08130	NOLL, TODD M	07/31/23	11,970.57	MW	IS	PA
EF CHK 00060374	NYLA01010	NYLANDER, KEITH	07/31/23	6,150.22	MW	IS	PA
EF CHK 00060375	OTOO08280	O'TOOLE, JUSTIN	07/31/23	2,791.91	MW	IS	PA
EF CHK 00060376	OHIR07230	OHIRA, JOEY Y	07/31/23	7,795.39	MW	IS	PA
EF CHK 00060377	ORSE08240	ORSETH, RYAN	07/31/23	9,931.01	MW	IS	PA
EF CHK 00060378	OSBO09030	OSBORNE, DANIEL J	07/31/23	8,851.08	MW	IS	PA
EF CHK 00060379	OTTO05240	OTTO, JOSEPH	07/31/23	7,017.76	MW	IS	PA
EF CHK 00060380	OVER09230	OVERSTREET, JASON	07/31/23	6,923.93	MW	IS	PA
EF CHK 00060381	PARA08030	PARAMAPOONYA, ARIEL M	07/31/23	5,394.77	MW	IS	PA
EF CHK 00060382	PARA10130	PARAMAPOONYA, BRADLEY D	07/31/23	5,813.73	MW	IS	PA
EF CHK 00060383	PARM05240	PARMELEE, JAMES LOGAN	07/31/23	9,459.93	MW	IS	PA
EF CHK 00060384	PARV04030	PARVINEN, DEVIN	07/31/23	6,065.29	MW	IS	PA
EF CHK 00060385	PATT10300	PATTERSON, BROOKS R	07/31/23	6,000.70	MW	IS	PA
EF CHK 00060386	PEAR05240	PEARSON, MITCHELL R	07/31/23	6,602.92	MW	IS	PA
EF CHK 00060387	PETE07190	PETERSON, MATTHEW W	07/31/23	5,851.71	MW	IS	PA
EF CHK 00060388	PETR01030	PETRY, SHAYLEE	07/31/23	2,207.11	MW	IS	PA
EF CHK 00060389	PFEI11100	PFEIFFER, MATTHEW E	07/31/23	8,741.90	MW	IS	PA
EF CHK 00060390	PHA02210	PHA, URA	07/31/23	6,031.89	MW	IS	PA
EF CHK 00060391	PHAN08260	PHAN, BRYAN C	07/31/23	5,630.38	MW	IS	PA
EF CHK 00060392	PIER11180	PIERCE-POWELL, JUSTIN	07/31/23	0.74	MW	IS	PA
EF CHK 00060393	PILC08200	PILCHER, CHERYL L	07/31/23	4,899.07	MW	IS	PA
EF CHK 00060394	POE11200	POE, THOMAS	07/31/23	11,675.71	MW	IS	PA
EF CHK 00060395	PUGH03310	PUGH, JEFFREY S	07/31/23	15,087.62	MW	IS	PA
EF CHK 00060396	QUIR05050	QUIRIE, JANNA	07/31/23	5,207.51	MW	IS	PA
EF CHK 00060397	RAGS12050	RAGSDALE, DAVID W	07/31/23	9,391.12	MW	IS	PA
EF CHK 00060398	RAMI10200	RAMIREZ-MONTALVO, JOSE LUIS	07/31/23	5,873.15	MW	IS	PA
EF CHK 00060399	RAWS08260	RAWSON, BENJAMIN	07/31/23	5,507.03	MW	IS	PA
EF CHK 00060400	REIN08050	REINKE, CHRISTIAN D	07/31/23	7,984.54	MW	IS	PA

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060401	REND12090	REND, JASON A	07/31/23	17,147.04	MW	IS	PA	
EF CHK 00060402	RENN06010	RENNER, MATTHEW S	07/31/23	7,157.85	MW	IS	PA	
EF CHK 00060403	RESE12020	RESECK, BRENDON	07/31/23	8,715.86	MW	IS	PA	
EF CHK 00060404	RESO01310	RESOP, JESSICA	07/31/23	5,605.77	MW	IS	PA	
EF CHK 00060405	RHON02100	RHONE, SHELLEY L	07/31/23	8,555.11	MW	IS	PA	
EF CHK 00060406	RICE08300	RICE, ANTHONY	07/31/23	5,841.08	MW	IS	PA	
EF CHK 00060407	RICH06060	RICHARDSON JR, ROBERT A	07/31/23	6,184.46	MW	IS	PA	
EF CHK 00060408	RICH10210	RICHMOND, CHRISTOPHER L	07/31/23	10,057.14	MW	IS	PA	
EF CHK 00060409	RIDD08300	RIDDELL, CHRISTIAN	07/31/23	6,707.54	MW	IS	PA	
EF CHK 00060410	RIOU07180	RIOUX, TIMOTHY J	07/31/23	11,190.93	MW	IS	PA	
EF CHK 00060411	RISL10040	RISLEY, PATRICK T	07/31/23	3,518.74	MW	IS	PA	
EF CHK 00060412	RIVE04040	RIVERA, AARON J	07/31/23	5,385.42	MW	IS	PA	
EF CHK 00060413	ROBA06140	ROBACKER, TANYA L	07/31/23	10,169.38	MW	IS	PA	
EF CHK 00060414	ROSE10070	ROSELLE, BRENT W	07/31/23	8,728.44	MW	IS	PA	
EF CHK 00060415	ROSE10280	ROSENLUND, ADAM G	07/31/23	19,430.76	MW	IS	PA	
EF CHK 00060416	ROSS01150	ROSS, DENISE M	07/31/23	4,966.00	MW	IS	PA	
EF CHK 00060417	ROZE05100	ROZELL, NICHOLAS D	07/31/23	5,495.41	MW	IS	PA	
EF CHK 00060418	RUTH02190	RUTHFORD, JEFFREY C	07/31/23	5,445.31	MW	IS	PA	
EF CHK 00060419	SABI08020	SABIN, JEREMY L	07/31/23	8,691.18	MW	IS	PA	
EF CHK 00060420	SALA11060	SALAHUDDIN, AISHA	07/31/23	7,183.33	MW	IS	PA	
EF CHK 00060421	SANT01190	SANTOS, MATTHEW D	07/31/23	11,188.14	MW	IS	PA	
EF CHK 00060422	SAYL10200	SAYLER, TANNER	07/31/23	4,929.25	MW	IS	PA	
EF CHK 00060423	SCHA11230	SCHAEFER, PETER	07/31/23	4,497.86	MW	IS	PA	
EF CHK 00060424	SCHL02140	SCHLIESMAN, NADIA	07/31/23	5,085.49	MW	IS	PA	
EF CHK 00060425	SCHM04170	SCHMIDT, MARK A	07/31/23	8,333.14	MW	IS	PA	
EF CHK 00060426	SCHN02280	SCHNEEGAS, SEAN	07/31/23	7,405.23	MW	IS	PA	
EF CHK 00060427	SCOT04050	SCOTT-RALSTON, MICAH	07/31/23	9,930.31	MW	IS	PA	
EF CHK 00060428	SEAB05020	SEABURG, COLTON	07/31/23	5,355.90	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060429	SEBE08210	SEBERSON, PETER S	07/31/23	5,860.52	MW	IS	PA	
EF CHK 00060430	SEVE05200	SEVERE, LETANIA P	07/31/23	5,212.21	MW	IS	PA	
EF CHK 00060431	SHEP11240	SHEPARD, BENJAMIN T	07/31/23	9,984.52	MW	IS	PA	
EF CHK 00060432	SILV11090	SILVER-COLSON, EMILY	07/31/23	4,684.36	MW	IS	PA	
EF CHK 00060433	SIMA07140	SIMANJUNTAK, SAM	07/31/23	6,658.42	MW	IS	PA	
EF CHK 00060434	SIMM08080	SIMMONS, JASON D	07/31/23	11,514.74	MW	IS	PA	
EF CHK 00060435	SMIT06270	SMITH, DEREK L	07/31/23	6,702.77	MW	IS	PA	
EF CHK 00060436	SMIT04160	SMITH, KYLE EDWARD	07/31/23	10,222.47	MW	IS	PA	
EF CHK 00060437	SMIT03150	SMITH, KYLE L	07/31/23	6,733.42	MW	IS	PA	
EF CHK 00060438	SMIT06250	SMITH, ROBERT S	07/31/23	9,687.18	MW	IS	PA	
EF CHK 00060439	SNYD02280	SNYDER, JOSEPH S	07/31/23	7,071.11	MW	IS	PA	
EF CHK 00060440	SNYD01270	SNYDER, RYAN C	07/31/23	7,279.21	MW	IS	PA	
EF CHK 00060441	SOBO06010	SOBOLE, JAMES A	07/31/23	18,487.79	MW	IS	PA	
EF CHK 00060442	SOEL07150	SOELLING, JOHN E	07/31/23	9,963.35	MW	IS	PA	
EF CHK 00060443	SOKO06070	SOKOLOV, OLEG V	07/31/23	15,427.31	MW	IS	PA	
EF CHK 00060444	SONN03260	SONNEMAN, ROBERT	07/31/23	9,286.56	MW	IS	PA	
EF CHK 00060445	SOWA03310	SOWARDS, EVAN	07/31/23	5,061.58	MW	IS	PA	
EF CHK 00060446	STAN05260	STANLEY, EVAN	07/31/23	13,224.45	MW	IS	PA	
EF CHK 00060447	STED11150	STEDMAN, ANTHONY J	07/31/23	9,898.33	MW	IS	PA	
EF CHK 00060448	STEP08140	STEPHENS, DANIEL L	07/31/23	7,589.79	MW	IS	PA	
EF CHK 00060449	STEW02180	STEWART, ANDREW C	07/31/23	8,209.63	MW	IS	PA	
EF CHK 00060450	STOL07110	STOLTENBERG, KIM M	07/31/23	9,995.98	MW	IS	PA	
EF CHK 00060451	STRI03310	STRINGFELLOW, STEVE G	07/31/23	582.58	MW	IS	PA	
EF CHK 00060452	STRO06150	STROJAN, FREDERICK	07/31/23	4,231.94	MW	IS	PA	
EF CHK 00060453	STUE06060	STUEVE, ERIC J	07/31/23	11,374.89	MW	IS	PA	
EF CHK 00060454	STUE08090	STUEVE, PAUL A	07/31/23	7,868.36	MW	IS	PA	
EF CHK 00060455	TAYL12310	TAYLOR, DAVID S	07/31/23	12,227.39	MW	IS	PA	
EF CHK 00060456	TAYL05140	TAYLOR, MATTHEW	07/31/23	4,543.36	MW	IS	PA	



Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
EF CHK 00060457	TAYL07290	TAYLOR, ROBERT T	07/31/23	6,196.31	MW	IS	PA	
EF CHK 00060458	TAYL05150	TAYLOR, RYAN J	07/31/23	11,428.67	MW	IS	PA	
EF CHK 00060459	TCHO01310	TCHOBANOFF, NOAH C	07/31/23	12,181.72	MW	IS	PA	
EF CHK 00060460	TENN03070	TENNISON, JOSEPH C	07/31/23	13,601.59	MW	IS	PA	
EF CHK 00060461	TEYS04230	TEYSSSEDRE, FABIEN A	07/31/23	7,667.38	MW	IS	PA	
EF CHK 00060462	THOM06260	THOMPSON, BENJAMIN A	07/31/23	6,350.09	MW	IS	PA	
EF CHK 00060463	THOM02240	THOMPSON, COURTNEY B	07/31/23	5,566.86	MW	IS	PA	
EF CHK 00060464	THOM11090	THOMPSON, REED	07/31/23	8,618.45	MW	IS	PA	
EF CHK 00060465	TISS01300	TISSUE, DANA R	07/31/23	3,605.08	MW	IS	PA	
EF CHK 00060466	TOFT06180	TOFT, JEREMY H	07/31/23	8,282.50	MW	IS	PA	
EF CHK 00060467	TOLE02180	TOLER, ETHAN E	07/31/23	9,963.23	MW	IS	PA	
EF CHK 00060468	TOVA09280	TOVAR, FRANCISCO L	07/31/23	7,613.74	MW	IS	PA	
EF CHK 00060469	VALE01300	VALE, JEFFERY	07/31/23	6,840.49	MW	IS	PA	
EF CHK 00060470	VAND10060	VANDERSTAAY, KORY	07/31/23	5,781.16	MW	IS	PA	
EF CHK 00060471	VANK01260	VANKEULEN, BRENT D	07/31/23	15,679.67	MW	IS	PA	
EF CHK 00060472	VERE10310	VERELLEN, DAVID W	07/31/23	10,219.00	MW	IS	PA	
EF CHK 00060473	VINI08310	VINING, KELLY J	07/31/23	9,817.51	MW	IS	PA	
EF CHK 00060474	VLAS12220	VLASENKO, MIKHAIL G	07/31/23	6,557.76	MW	IS	PA	
EF CHK 00060475	WADD09200	WADDELL, AARON G	07/31/23	9,382.16	MW	IS	PA	
EF CHK 00060476	WAGN12250	WAGNER, SETH J	07/31/23	6,474.86	MW	IS	PA	
EF CHK 00060477	WALT03310	WALTERS, QUAID P	07/31/23	245.49	MW	IS	PA	
EF CHK 00060478	WASH11090	WASHO, SUSAN E	07/31/23	11,525.11	MW	IS	PA	
EF CHK 00060479	WATA03160	WATAMURA, BRADLEY T	07/31/23	9,560.46	MW	IS	PA	
EF CHK 00060480	WEHM06180	WEHMHOFER, NICHOLAS	07/31/23	4,307.18	MW	IS	PA	
EF CHK 00060481	WEID09060	WEIDMAN, RYAN	07/31/23	4,329.85	MW	IS	PA	
EF CHK 00060482	WEND10210	WENDT, AUSTIN W	07/31/23	9,124.02	MW	IS	PA	
EF CHK 00060483	WEND07300	WENDT, FRED W	07/31/23	10,508.72	MW	IS	PA	
EF CHK 00060484	WHIT07260	WHITE, NATHAN A	07/31/23	9,087.89	MW	IS	PA	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
EF CHK 00060485	WILL05290	WILLADSON, KEVIN J	07/31/23	13,273.01	MW	IS	PA	
EF CHK 00060486	WILL04020	WILLETT, JEREMY	07/31/23	6,809.15	MW	IS	PA	
EF CHK 00060487	WILL01190	WILLIAMS, KEVIN	07/31/23	16,714.78	MW	IS	PA	
EF CHK 00060488	WILL11250	WILLIAMS, OLIVER	07/31/23	6,507.04	MW	IS	PA	
EF CHK 00060489	WILL04150	WILLIAMSON, TROY D	07/31/23	10,619.06	MW	IS	PA	
EF CHK 00060490	WILL03290	WILLIS, ROBERT C	07/31/23	458.62	MW	IS	PA	
EF CHK 00060491	WILL12210	WILLOUGHBY, BLAKE	07/31/23	5,858.28	MW	IS	PA	
EF CHK 00060492	WILS09050	WILSON, DANIEL O	07/31/23	7,614.81	MW	IS	PA	
EF CHK 00060493	WISE07120	WISEMAN, TRACY L	07/31/23	4,810.70	MW	IS	PA	
EF CHK 00060494	WOHR08050	WOHRLE, PETER J	07/31/23	8,895.99	MW	IS	PA	
EF CHK 00060495	WOOD07110	WOOD, JACQUELYN N	07/31/23	6,054.88	MW	IS	PA	
EF CHK 00060496	WOOD05160	WOOD, JONATHAN	07/31/23	2,850.45	MW	IS	PA	
EF CHK 00060497	WORK11050	WORKMAN, BRYAN K	07/31/23	7,925.41	MW	IS	PA	
EF CHK 00060498	WORK10250	WORKMAN, LINDA S	07/31/23	4,108.44	MW	IS	PA	
EF CHK 00060499	YARB12160	YARBROUGH, KYLE W	07/31/23	8,919.00	MW	IS	PA	
EF CHK 00060500	YOUN05220	YOUNG, ALEX	07/31/23	5,513.79	MW	IS	PA	
EF CHK 00060501	ZUBE07230	ZUBER, LACEY	07/31/23	3,648.06	MW	IS	PA	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	2,955,779.60	Number of Checks Processed:	353
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
Total EPAYs	0.00	Number of EPAYs Processed:	0

G R A N D T O T A L 2,955,779.60

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
AP EFT 00015172	AMAZON	AMAZON CAPITAL SERVICES	08/03/23	683.19	MW	CX	
AP EFT 00015173	CPFREFT	Central Pierce Fire & Rescu	08/03/23	694.58	MW	CX	
AP EFT 00015174	GEARGRID	GEAR GRID	08/03/23	6,877.00	MW	CX	
AP EFT 00015175	USBANKBU	US Bank Business Card	08/03/23	366.78	MW	CX	

S U B T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled	0.00	Number of Checks Processed:	0
Total EFTs	8,621.55	Number of EFTs Processed:	4
Total EPAYs	0.00	Number of EPAYs Processed:	0
S U B T O T A L	8,621.55		

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 08/03/2023  
End Date: 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
AMAZON CAPITAL SERVICES (AMAZON)					
	1QGH1YK46QH	06/02/2023	683.19	ADMIN BENFEI USB C to DisplayP	3012002210 53501
TOTAL FOR CHECK AP 00015172:			683.19		
GEAR GRID (GEARGRID)					
	0023130IN	06/28/2023	6,877.00	STATION 62 GEAR GRID LOCKERS	3016022250 53146
TOTAL FOR CHECK AP 00015174:			6,877.00		
PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)					
	0023130IN	06/28/2023	694.58	STATION 62 GEAR GRID LOCKERS	3016022250 53146
TOTAL FOR CHECK AP 00015173:			694.58		
US BANK BUSINESS CARD (USBANKBU)					
	PC.000.230725.7	08/03/2023	288.12	STN 62 FLOOR COVERING AND GFI	3016022250 53146
	PC.000.230725.7	08/03/2023	78.66	STN 62 WALL PLATES AND 3 WAY S	3016022250 53146
TOTAL FOR CHECK AP 00015175:			366.78		
REPORT TOTAL:			8,621.55		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00015176	ACTIONWO	ACTIONWORKS	08/03/23	327.22	MW	CX	
AP EFT 00015177	ADOBEINC	ADOBE INC	08/03/23	74.80	MW	CX	
AP EFT 00015178	AIRGAS	Airgas Nor Pac Inc	08/03/23	841.11	MW	CX	
AP EFT 00015179	AMAZON	AMAZON CAPITAL SERVICES	08/03/23	16,568.16	MW	CX	
AP EFT 00015180	AMERHOSE	AMERICAN HOSE & FITTINGS	08/03/23	117.41	MW	CX	
AP EFT 00015181	BATTEPLUS	Batteries Plus #245	08/03/23	34.41	MW	CX	
AP EFT 00015182	BESTBUY	BEST BUY GOV/ED BUSINESS AD	08/03/23	691.19	MW	CX	
AP EFT 00015183	BOUNTREE	Bound Tree Medical LLC	08/03/23	3,685.75	MW	CX	
AP EFT 00015184	CPFREFT	Central Pierce Fire & Rescu	08/03/23	910.36	MW	CX	
AP EFT 00015185	CHRIINC	CHRISTENSEN INC	08/03/23	15,823.32	MW	CX	
AP EFT 00015186	CIRBSOLU	CIRBA SOLUTIONS SERVICES US	08/03/23	825.00	MW	CX	
AP EFT 00015187	CITYPUYA	CITY OF PUYALLUP	08/03/23	1,152.12	MW	CX	
AP EFT 00015188	CITYTREA	CITY OF TACOMA	08/03/23	2,973.17	MW	CX	
AP EFT 00015189	DRMONIT	D&R MONITORING NETWORKS LLC	08/03/23	623.70	MW	CX	
AP EFT 00015190	DELULLC	DELUX LLC	08/03/23	1,926.75	MW	CX	
AP EFT 00015191	DICKFROH	DICKSON FROLICH PHILLIPS BU	08/03/23	1,283.00	MW	CX	
AP EFT 00015192	FREEMEDI	FREEDOM MEDICAL AND MARINE	08/03/23	415.00	MW	CX	
AP EFT 00015193	GRAIPART	Grainger Parts	08/03/23	243.05	MW	CX	
AP EFT 00015194	HUGHFIRE	HUGHES FIRE EQUIPMENT INC	08/03/23	1,120.41	MW	CX	
AP EFT 00015195	INTERFAC	Interface Systems LLC	08/03/23	5,500.00	MW	CX	
AP EFT 00015196	INTEINSP	INTERNATIONAL INSPECTION LL	08/03/23	812.30	MW	CX	
AP EFT 00015197	IVOXCONS	IVOX Consulting Inc.	08/03/23	2,377.26	MW	CX	
AP EFT 00015198	IMSALLI	JUSTICE FAMILY ENTERPRISES	08/03/23	30.38	MW	CX	
AP EFT 00015199	KRONOS	KRONOS INCORPORATED	08/03/23	183.62	MW	CX	
AP EFT 00015200	LNCURTIS	L.N. Curtis and Sons	08/03/23	1,819.90	MW	CX	
AP EFT 00015201	LIFEASSI	Life-Assist Inc	08/03/23	43,531.47	MW	CX	
AP EFT 00015202	MALLCOMP	Mallory Safety and Supply L	08/03/23	6,394.86	MW	CX	
AP EFT 00015203	MICHCUST	MICHAEL'S CUSTOM UPHOLSTERY	08/03/23	476.46	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To Note
=====	=====	=====	=====	=====	=====	=====	=====
AP EFT 00015204	NATITEST	NATIONAL TESTING NETWORK IN	08/03/23	585.00	MW	CX	
AP EFT 00015205	NWCASCAD	NW Cascade Inc	08/03/23	141.00	MW	CX	
AP EFT 00015206	OREIAUTO	O'REILLY AUTO PARTS	08/03/23	484.42	MW	CX	
AP EFT 00015207	PCFD16	PCFD #16	08/03/23	7,287.64	MW	CX	
AP EFT 00015208	SUPERION	RAMUNDSEN SUPERIOR HOLDINGS	08/03/23	630.00	MW	CX	
AP EFT 00015209	READREBO	READY REBOUND INC	08/03/23	3,020.83	MW	CX	
AP EFT 00015210	SCHNSIMP	Schneider-Simpson	08/03/23	220.60	MW	CX	
AP EFT 00015211	SITECRAFT	SITECRAFTING INC	08/03/23	348.00	MW	CX	
AP EFT 00015212	STANPART	Standard Parts Corp	08/03/23	3,259.44	MW	CX	
AP EFT 00015213	STAPINC	STAPLES INC.	08/03/23	393.87	MW	CX	
AP EFT 00015214	STRYMEDI	STRYKER SALES CORPORATION	08/03/23	3,338.94	MW	CX	
AP EFT 00015215	TACOSCRE	Tacoma Screw Products Inc	08/03/23	932.96	MW	CX	
AP EFT 00015216	TELEFLEX	TELEFLEX LLC	08/03/23	13,432.65	MW	CX	
AP EFT 00015217	TRSMECHA	TRS Mechanical Inc	08/03/23	4,797.74	MW	CX	
AP EFT 00015218	UNIFIRST	UNIFIRST CORPORATION	08/03/23	442.26	MW	CX	
AP EFT 00015219	USBANKBU	US Bank Business Card	08/03/23	14,953.27	MW	CX	
AP EFT 00015220	USFIREEQ	US Fire and Equipment	08/03/23	1,172.34	MW	CX	
AP EFT 00015221	WAYTEK	WAYTEK INC	08/03/23	129.66	MW	CX	
AP EFT 00015222	WEIRAPPL	Weir's Appliance Inc	08/03/23	1,296.90	MW	CX	
AP EFT 00015223	ZOLLMEDI	ZOLL Medical Corp	08/03/23	2,021.25	MW	CX	
AP EFT 00015224	ZONES	ZONES LLC	08/03/23	2,167.32	MW	CX	
AP EFT 00015225	PARA08030	ARIEL PARAMAPOONYA	08/03/23	49.58	MW	CX	
AP EFT 00015226	VANK01260	BRENT VANKEULEN	08/03/23	417.80	MW	CX	
AP EFT 00015227	MORR06170	DUSTIN MORROW	08/03/23	357.80	MW	CX	
AP EFT 00015228	HARRJANI	HARRINGTON JANITORIAL	08/03/23	1,225.00	MW	CX	
AP EFT 00015229	COUR08040	WES COURTNEY	08/03/23	270.00	MW	CX	

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel	To Note
=====	=====	=====	=====	=====	=====	=====	=====	=====
		S U B T O T A L S:						
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		0.00		Number of Checks Processed:		0
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled		0.00		Number of Checks Processed:		0
		Total EFTs		174,138.45		Number of EFTs Processed:		54
		Total EPAYs		0.00		Number of EPAYs Processed:		0
		S U B T O T A L		174,138.45				

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
ACTIONWORKS (ACTIONWO)						
	5951	08/01/2023	72.96	S663 BUTTON SHIRT - BOC APPARE	0011001100	53131
	5951	08/01/2023	32.32	K830 POLO - BOC APPAREL	0011001100	53131
	5951	08/01/2023	53.98	J317 SOFT SHELL JACKET	0011001100	53131
	5951	08/01/2023	92.40	OG824 BLAZER - BOC APPAREL	0011001100	53131
	5951	08/01/2023	26.32	UNIFORM PANT -- BOC APPAREL	0011001100	53131
	5951	08/01/2023	19.49	FREIGHT CHARGES	0011001100	53131
	5951	08/01/2023	29.75	TAX	0011001100	53131
TOTAL FOR CHECK AP 00015176:			327.22			
ADOBE INC (ADOBEINC)						
	2513174769	07/27/2023	74.80	CP-ADOBE PRO ANNUAL SUB-TANYA	0012102215	54813
TOTAL FOR CHECK AP 00015177:			74.80			
AIRGAS NOR PAC INC (AIRGAS)						
	9138732814	07/01/2023	47.29	MEDICAL O2 / STN60 JUNE 2023	1013402680	53141
	9138831758	07/01/2023	68.18	MEDICAL O2 / STN67 JUNE 2023	1013402680	53141
	9138878600	07/01/2023	68.18	MEDICAL O2 / STN72 JUNE 2023	1013402680	53141
	9139022651	07/01/2023	67.85	MEDICAL O2 / STN71 JUNE 2023	1013402680	53141
	9139066273	07/01/2023	67.85	MEDICAL O2 / STN65 JUNE 2023	1013402680	53141
	9139066274	07/01/2023	46.97	MEDICAL O2 / STN68 JUNE 2023	1013402680	53141
	9139066395	07/01/2023	67.85	MEDICAL O2 / STN61 JUNE 2023	1013402680	53141
	9139163440	07/01/2023	67.15	MEDICAL O2 / STN60 JUNE 2023	1013402680	53141
	9139298965	07/01/2023	46.89	MEDICAL O2 / STN 67 JUNE 2023	1013402680	53141
	9139345039	07/01/2023	67.52	MEDICAL O2 / STN72 JUNE 2023	1013402680	53141
	9139527827	07/01/2023	46.89	MEDICAL O2 / STN61 JUNE 2023.	1013402680	53141
	9139527828	07/01/2023	46.89	MEDICAL O2 / STN63 JUNE 2023	1013402680	53141
	9139645159	07/01/2023	46.64	MEDICAL O2 / STN60 JUNE 2023	1013402680	53141
	9997728717	06/01/2023	84.96	SO ARGON TANK RENTAL FOR TR	0013302685	53141
TOTAL FOR CHECK AP 00015178:			841.11			
AMAZON CAPITAL SERVICES (AMAZON)						
	11KN7FGD69RN	07/19/2023	(29.69)	CREDIT INV 14CLL3K34F33	0013002220	53501
	13QHTLRRF7LP	07/26/2023	47.19	3.6VOLT AA BATTERIES 60 GATE	0012042254	53141
	13V7FPWP1H3T	06/01/2023	45.04	BERT - RNS Bike Frame Bag -	0013002220	53501
	13WRHV3W1PK	01/23/2023	(83.02)	RETURN INV 1GK1T9RY91W3	0012052218	53141
	147FJ1G9N77M	07/17/2023	(200.02)	REF INV 1WJCPWR76YH7	0012052218	53141
	16JX4RNL9C1N	05/09/2023	(12.05)	REFUND 1G6HY11YKDKP	0013002220	53501
	16TH93RLL7W9	05/19/2023	194.70	IT CUBE - BLUEAIR Bedroom Air	0012102215	53501
	16TH93RLL7W9	05/19/2023	54.99	IT CUBE - Galvanox USB C Under	0012102215	53501
	16TH93RLL7W9	05/19/2023	8.79	67 T BROWN -Cast Iron Cleaner	0016072250	53141
	16TH93RLMJ1N	05/19/2023	6.11	CS Duracell AA Alkaline Batter	0012052218	53141
	16TH93RLMJ1N	05/19/2023	16.49	CS 40 Pack Round Colorful Plas	0012052218	53501
	16TH93RLMJ1N	05/19/2023	32.32	HM MEANLIN MEASURE 0~10Psi	0013202260	53501
	16TH93RLMJ1N	05/19/2023	24.24	64 First Alert CO605 Plug-In	0016042250	53501
	16TH93RLMJ1N	05/19/2023	417.95	67 Vitamix 5200 Blender	0016072250	53501
	16TH93RLMJ1N	05/19/2023	38.49	67 Grill Cover for Weber Genes	0016072250	53501
	16TH93RLMJ1N	05/19/2023	73.10	68 Lockways White Board Dry Er	0016082250	53501
	16TH93RLMJ1N	05/19/2023	1.86	68 Crayola Chalk 12ct	0016082250	53501



**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	16TH93RLMJ1N	05/19/2023	109.98	68 Loddie Doddie Magnetic	0016082250 53501
	16TMLWY7L9J	04/16/2023	87.89	MENTHOLATUM OINTMENT (EACH)	0012052218 53198
	16TMLWY7L9J	04/16/2023	33.64	60W MARATHON MINI TWISTER (EAC	0012052218 53198
	16TMLWY7L9J	04/16/2023	598.20	NUUN ACTIVE MIX (BOX/10)	0012052218 53198
	16TMLWY7L9J	04/16/2023	109.79	SCOURING PAD (EACH)	0012052218 53198
	16TMLWY7L9J	04/16/2023	53.88	TAPE, SEALING, HEAVY DUTY, 50M	0012052218 53198
	16TMLWY7L9J	04/16/2023	40.48	DRY ERASE BOARD CLEANER (EACH)	0012052218 53198
	16TMLWY7L9J	04/16/2023	120.12	IT/CPFR iPhone Car Charger, An	0012102215 53501
	16TMLWY7L9J	04/16/2023	55.44	OFFICE NAME PLATE HOLDERS	0012102215 53501
	16TMLWY7L9J	04/16/2023	89.09	TC Brother Genuine High Yield	0012352240 53141
	16TMLWY7L9J	04/16/2023	13.19	60 admin Hiware 16-Piece Stain	0016002250 53501
	16TMLWY7L9J	04/16/2023	365.18	67 Brother Genuine TN227BK,	0016072250 53141
	16TMLWY7L9J	04/16/2023	109.41	68 Brother Genuine TN227Y, Hig	0016082250 53141
	16TMLWY7L9J	04/16/2023	65.24	69 Brita Redi-Twist + S/H	0016092250 53141
	16TMLWY7L9J	04/16/2023	87.99	71 VIZIO 2.0 Home Theater Soun	0017012250 53501
	16TMLWY7L9J	04/16/2023	10.88	71 Optical Audio Cable, WARRKY	0017012250 53501
	16TMLWY7L9J	04/16/2023	13.06	71 Delamu Cord Hider, One-Cord	0017012250 53501
	16TMLWY7L9J	04/16/2023	133.08	71 WIFESE Tv Stand Tv Cabinets	0017012250 53501
	16TMLWY7L9J	04/16/2023	252.89	EMS Good to Great :: Why Some	1013402680 53102
	16TMLWY7L9J	04/16/2023	21.99	EMS Tileon Feet Hair Trimmer,	1013402680 53501
	17WC93MG4V7	06/02/2023	592.90	STN 65 COMPRESSOR ELECTRIC MOT	0012042254 53142
	17WKM3K9H	06/13/2023	9.12	IT NEENAH Creative Collection	0012102215 53101
	17WKM3K9H	06/13/2023	21.89	IT MaxMark Premium Refill Ink	0012102215 53141
	17WKM3K9H	06/13/2023	40.04	IT Gorilla Tough & Clear Doubl	0012102215 53141
	17WKM3K9H	06/13/2023	43.99	IT SINOPUREN Laminator Machine	0012102215 53501
	17WKM3K9H	06/13/2023	35.19	IT Quntis Computer Monitor Lam	0012102215 53501
	17WKM3K9H	06/13/2023	26.29	IT MaxMark Office Date Stamp w	0012102215 53501
	17WKM3K9H	06/13/2023	29.04	SUP Leadseals(R) 100 Green Pla	0013002220 53141
	17WKM3K9H	06/13/2023	12.09	61 AKCISOT Wall Clock 10 Inch	0016012250 53501
	1DP7KGLXR6C	07/27/2023	(19.75)	REFUND INV 1K3W3LHL1VVA	0016042250 53121
	1FF3779194HQ	07/19/2023	(120.97)	CREDIT INV 1LC6N9JF69HT	0012052218 53141
	1FML3CGQ9NL	06/14/2023	28.48	65 Aluminum Clipboard with	0016052250 53501
	1G6HY11YKDK	05/06/2023	36.25	SEE CREDIT 1Y7KKHLDCVX6	0012052218 53141
	1G6HY11YKDK	05/06/2023	12.05	OPS Park Tool Triple Spoke Wre	0013002220 53501
	1GPPYD1P4MC	05/04/2023	55.44	Office Name Plate Holders - Fi	0012102215 53501
	1GPPYD1P4MC	05/04/2023	108.90	68 Brother Genuine TN227M, Hig	0016082250 53141
	1GPPYD1P4MC	05/04/2023	42.33	69 BRITA REDI TWIST UNDER SINK	0016092250 53141
	1GVT94RWMR	07/17/2023	(207.97)	REF INV 1WJCPWR76YHY	0012052218 53141
	1HH9GKVH9M	07/12/2023	207.88	ppe Bison Designs 38mm Wide Li	0012502210 52010
	1HH9GKVH9M	07/12/2023	17.61	DFM 180 Pieces Metal Rim Tags	0014002230 53141
	1HH9GKVH9M	07/12/2023	17.39	71 Cottonelle Freshfeel Flusha	0017012250 53141
	1HH9GKVH9M	07/12/2023	11.00	71 Mellbree Bung Wrench, Alumi	0017012250 53501
	1HH9GKVH9M	07/12/2023	44.03	71 Emojoy Steak Knives, Steak	0017012250 53501
	1HXT47M1GC	07/18/2023	307.49	MEGUIARS DETAILER HYPER-WASH,	0012052218 53198
	1HXT47M1GC	07/18/2023	387.42	HYPER DRESSING TIRE SHINE 1GAL	0012052218 53198
	1HXT47M1GC	07/18/2023	89.14	MEGUIARS MIRROR GLAZE DIAMOND	0012052218 53198
	1HXT47M1GC	07/18/2023	105.89	MEGUIARS MIRROR GLAZE SYNTHETI	0012052218 53198

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1K3W3LHL1VV	05/11/2023	398.80	NUUN ACTIVE MIX (BOX/10)	0012052218 53198
	1K3W3LHL1VV	05/11/2023	19.75	64 GALLON PUMP DISPENSER	0016042250 53121
	1K3W3LHL1VV	05/11/2023	9.89	CARES Syntech USB C to USB Ada	1013402680 53101
	1KYDK9YWPK	07/01/2023	44.06	60A REBECCA - Brother P-Touch	0012002210 53501
	1KYDK9YWPK	07/01/2023	104.38	67 T BROWN- Weber Genesis 300	0016072250 53501
	1L7MDY6TLH1	06/19/2023	85.45	68 - Brother Genuine TN227,	0016082250 53101
	1L7MDY6TLH1	06/19/2023	352.00	68 - Brother Genuine TN227BK,	0016082250 53101
	1LN9GK4M36V	06/21/2023	246.43	TC - Toshiba T-FC616U-K Black	0012302240 53141
	1N1FQ3FCGVH	05/18/2023	65.95	CS OtterBox DEFENDER SERIES	0012052218 53501
	1PNVDY1YNYN	07/07/2023	51.72	AOC Quntis Computer Monitor	1013402680 53501
	1PRN4L7LFWG	07/20/2023	(326.38)	REF INV 1WJCPWR76YHY	1013402680 53102
	1RM1H9J4LRN	06/06/2023	7.63	HM Amber Glass Bottle 4oz W/Gl	0013202260 53141
	1T76M4XMNCV	05/19/2023	72.81	60 Board2by Cork Board Bulleti	0016002250 53501
	1T7RYRC7X1JY	07/28/2023	118.20	AOC Tork Multifold Hand Towel	0012002210 53141
	1TLKH9JXPHC	07/22/2023	465.07	STATION 72 INSTANT HOT	0012042254 53146
	1VTP1VQNCW	07/31/2023	1,093.60	SO19-1 (2) WINCH ROPES/(2)	0016502265 53143
	1VYQHT9KFPN	06/04/2023	70.85	ADMIN ERICA - Scotch Heavy Dut	0012002210 53101
	1VYQHT9KFPN	06/04/2023	179.26	ACAD ANDY - Brady 31112LS Vin	0012352240 53141
	1VYQHT9KFPN	06/04/2023	79.30	61 WEIDMAN - Brother Genuine H	0016012250 53101
	1WJCPWR76YH	06/09/2023	580.47	PARA PHTLS: Prehospital Trauma	1013402680 53102
	1WJCPWR76YH	06/09/2023	634.92	PARA The Walls Manual of Emerg	1013402680 53102
	1WJCPWR76YH	06/09/2023	368.02	PARA AMLS: Advanced Medical Li	1013402680 53102
	1WJCPWR76YH	06/09/2023	771.80	PARA 12-Lead ECG: The Art of	1013402680 53102
	1WJCPWR76YH	06/09/2023	554.33	PARA ECGs Made Easy	1013402680 53102
	1WJCPWR76YH	06/09/2023	422.07	PARA Understanding Anatomy &	1013402680 53102
	1WJCPWR76YH	06/09/2023	512.16	PARA Pharmacology for the	1013402680 53102
	1WJCPWR76YH	06/09/2023	263.93	PARA 2020 Handbook of ECC (Pro	1013402680 53102
	1WJCPWR76YH	06/09/2023	1,247.73	PARA NANCY CAROLINE'S EMER.CAR	1013402680 53102
	1WJCPWR76YH	06/09/2023	1,020.29	PARA Nancy Caroline's Emerge	1013402680 53102
	1WJX1XFTDV9	07/27/2023	72.26	65 Green Mountain Grills GMG D	0016052250 53501
	1XCVVNTPC1D	06/23/2023	72.58	BEN - Avery Heavy Duty View 3	0012002210 53101
	1XCVVNTPC1D	06/23/2023	102.84	BEN - Fellowes Saturn 3i 125	0012002210 53101
	1XCVVNTPC1D	06/23/2023	140.74	BEN- Fellowes 5006801-99 Bindi	0012002210 53101
	1XCVVNTPC1D	06/23/2023	13.08	BEN- MaxGear Paper Clip Holder	0012002210 53101
	1XCVVNTPC1D	06/23/2023	98.56	BEN- Desktop Tape Dispenser -	0012002210 53101
	1XCVVNTPC1D	06/23/2023	31.35	BEN- Amazon Basics Effortless	0012002210 53101
	1XCVVNTPC1D	06/23/2023	153.70	BEN- Starbucks K-Cup Coffee	0012002210 53101
	1XCVVNTPC1D	06/23/2023	4.61	BEN - OIC Officemate Transluce	0012002210 53101
	1XCVVNTPC1D	06/23/2023	31.60	BEN - Command Poster Strips,	0012002210 53101
	1XCVVNTPC1D	06/23/2023	9.89	BEN- ZZTX 6 PCS Professional	0012002210 53101
	1XCVVNTPC1D	06/23/2023	153.78	BEN- Swingline Stapler, 747	0012002210 53101
	1XCVVNTPC1D	06/23/2023	928.40	BEN- Keurig K-2500 Commercial	0012002210 53101
	1XCVVNTPC1D	06/23/2023	18.48	LIGHTERS / CREDIT 1JXN7TDPCG9G	0012052218 53141
	1XCVVNTPC1D	06/23/2023	15.36	73 ARONOW - Scotch-Brite Pot a	0017032250 53501
	1XHLD4VVJW3	05/04/2023	156.74	LOGS TAGOUT LOCKOUT KIT	0012042254 53501
	1Y7KKHLDCVX	06/15/2023	(36.25)	CREDIT INV 1G6HY11YKDKP	0012052218 53141
	1Y9N6C7PCCNJ	07/25/2023	51.32	STATION 72 GATE REMOTES	0012042254 53142

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1Y9N6C7PXP9	07/28/2023	93.56	PE Navatee Collapsible Foldin	0014002230 53501
<b>TOTAL FOR CHECK AP 00015179:</b>			16,568.16		
<b>AMERICAN HOSE &amp; FITTINGS (AMERHOSE)</b>					
	8811830	07/31/2023	117.41	SP02-1 SW569 5' HOSE 2"	0016502265 53143
<b>TOTAL FOR CHECK AP 00015180:</b>			117.41		
<b>ARIEL PARAMAPOONYA (PARA08030)</b>					
	072123	07/21/2023	49.58	MILEAGE REIMB JUL6-JUL21 PKTS	0012002210 54331
<b>TOTAL FOR CHECK AP 00015225:</b>			49.58		
<b>BATTERIES PLUS #245 (BATTEPLUS)</b>					
	P64192830	07/19/2023	27.53	BATTERY CR2032 (EACH)	0012052218 53198
	P64208376	07/19/2023	6.88	cr2016	0012052218 53141
<b>TOTAL FOR CHECK AP 00015181:</b>			34.41		
<b>BEST BUY GOV/ED LLC (BESTBUY)</b>					
	7199014	07/26/2023	537.06	PE 1 Epson - EX3280 3LCD XGA	0014002230 53501
	7201865	07/28/2023	154.13	PE ION Audio - Sport XL High-P	0014002230 53501
<b>TOTAL FOR CHECK AP 00015182:</b>			691.19		
<b>BOUND TREE PARR LLC (BOUNTREE)</b>					
	84979569	06/06/2023	1,192.69	B61 DR310-11 Cyanokit 5g	1013402680 53151
	84987838	06/13/2023	2,385.38	cyano-kit	1013402680 53151
	85008331	06/30/2023	107.68	C4 Midazolam 10mg,2ml vial	1013402680 53151
<b>TOTAL FOR CHECK AP 00015183:</b>			3,685.75		
<b>BRENT VANKEULEN (VANK01260)</b>					
	073123	07/31/2023	417.80	07/27/23 ALASKA AIR/TO SAC	0012002210 54341
<b>TOTAL FOR CHECK AP 00015226:</b>			417.80		
<b>CHRISTENSEN INC (CHRIINC)</b>					
	0460014IN	07/24/2023	1,040.02	#460014 JUL24 STN69 FUEL	0012042254 53201
	0460464IN	07/22/2023	1,525.85	#460464 JULY22 STN64 FUEL	0012042254 53201
	0460466IN	07/22/2023	1,022.81	#460466 JULY22 STN67 FUEL	0012042254 53201
	0460926IN	07/25/2023	1,655.87	#460926 JUL25 STN61 FUEL	0012042254 53201
	0461086IN	07/25/2023	3,562.37	#461086 JUL25 STN69 FUEL	0012042254 53201
	0461344IN	07/25/2023	1,830.40	#461344 JUL25 STN72 FUEL	0012042254 53201
	0462272IN	07/29/2023	1,170.71	#462272 JUL29 STN64 FUEL	0012042254 53201
	0462275IN	07/29/2023	1,630.51	#462275 JUL29 STN71 FUEL	0012042254 53201
	0462605IN	07/29/2023	2,384.78	#462605 JUL29 STN60 FUEL	0012042254 53201
<b>TOTAL FOR CHECK AP 00015185:</b>			15,823.32		
<b>CIRBA SOLUTIONS SERVICES US LL (CIRBSOLU)</b>					
	K124302600MP	06/12/2023	825.00	HM RECYCLE KIT D35	0013202260 53141
<b>TOTAL FOR CHECK AP 00015186:</b>			825.00		
<b>CITY OF PUYALLUP (CITYPUYA)</b>					
	72-230728	07/28/2023	1,122.38	#966308000 STN72 SEWER/STORM	0017022250 54721
	72-230728	07/28/2023	29.74	#966308000 STN72 LANDFILL	0017022250 54741
<b>TOTAL FOR CHECK AP 00015187:</b>			1,152.12		
<b>CITY TREASURER (CITYTREA)</b>					
	63-230727	07/27/2023	853.09	#100983903 STN63 ELECTRIC	0016032250 54731

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	63-230727A	07/27/2023	201.46	#101079231 STN 63 WATER CHG	0016032250 54711
	63-230727W	07/27/2023	87.56	#101079232 STN63 WATER CHGS	0016032250 54711
	63I-230727	07/27/2023	554.85	#101079233 STN63 IRRIGATION	0016032250 54711
	64-230801	08/01/2023	419.97	#100560576 STN64 JULY ELECTRIC	0016042250 54731
	67T-230711	07/11/2023	84.19	#100560648 67TWR ELECTR JUN	0016472250 54731
	68-230725	07/25/2023	772.05	#100364328 STN68 WATER CHGS	0016082250 54711
<b>TOTAL FOR CHECK AP 00015188:</b>			2,973.17		
<b>D&amp;R MONITORING NETWORKS (DRMONIT)</b>					
	230176	07/03/2023	89.10	STN63 NOV/DEC 2022 BILLING	0016032250 54191
	230190	07/24/2023	534.60	JAN-DEC'23 STN63 ALARM MONITOR	0016032250 54191
<b>TOTAL FOR CHECK AP 00015189:</b>			623.70		
<b>DELUX LLC (DELULLC)</b>					
	1344	07/25/2023	1,926.75	EASY ASSIST STRAP (EACH)	0012052218 53198
<b>TOTAL FOR CHECK AP 00015190:</b>			1,926.75		
<b>DICKSON FROLICH PHILLIPS BURGE (DICKFROH)</b>					
	15835	07/26/2023	497.50	JUN 174TH PROP PURCHASE LEGAL	0012002210 54151
	15837	07/26/2023	785.50	JUNE/JULY LEGAL HALL PROP	0012002210 54151
<b>TOTAL FOR CHECK AP 00015191:</b>			1,283.00		
<b>DUSTIN MORROW (MORR06170)</b>					
	080223	08/02/2023	357.80	TECHNICAL ADVISORY COUNCIL MTG	0012002210 54341
<b>TOTAL FOR CHECK AP 00015227:</b>			357.80		
<b>FREEDOM MEDICAL AND MARINE SOL (FREEMEDI)</b>					
	11638	06/09/2023	415.00	M17-2 CASCADE MODULE TOOL (LOA	0016502265 53501
<b>TOTAL FOR CHECK AP 00015192:</b>			415.00		
<b>GRAINGER PARTS (GRAIPART)</b>					
	9785613630	07/27/2023	123.50	MAGNAFLUX DYE SPRAY SHOP SUPP	0016502265 53141
	9786830159	07/28/2023	119.55	SUPER LUBE GREASE (L12-1) SUPP	0016502265 53181
<b>TOTAL FOR CHECK AP 00015193:</b>			243.05		
<b>HARRINGTON JANITORIAL (HARRJANI)</b>					
	080123A	08/01/2023	475.00	AUG PCFTC WEEKLY CLEANING	0012322240 54191
	080123B	08/01/2023	350.00	SHOP AUG WEEKLY CLEANING	0016502265 54191
	080123C	08/01/2023	400.00	STN66 AUG WEEKLY CLEANING	0016062250 54191
<b>TOTAL FOR CHECK AP 00015228:</b>			1,225.00		
<b>HUGHES FIRE EQUIPMENT INC (HUGHFIRE)</b>					
	595011	08/01/2023	947.32	E03-1 spring hangers rear fron	0016502265 53143
	595012	08/01/2023	38.65	RELAY, SPOT 30AMP	0016502265 53143
	595013	08/01/2023	134.44	THERM KIT, ENGINE	0016502265 53143
<b>TOTAL FOR CHECK AP 00015194:</b>			1,120.41		
<b>IMS ALLIANCE (IMSALLI)</b>					
	231674	06/08/2023	17.44	6-white tags	0012502210 52010
	232055	07/18/2023	12.94	white flex PP TEXT:	0012502210 52010
<b>TOTAL FOR CHECK AP 00015198:</b>			30.38		
<b>INTERFACE SYSTEMS MANAGEMENT C (INTERFAC)</b>					
	080123	08/01/2023	5,500.00	PMT 2/3 - 2024 FBC DATA MGMT	0012002210 54911
<b>TOTAL FOR CHECK AP 00015195:</b>			5,500.00		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
INTERNATIONAL INSPECTION LLC (INTEINSP)						
	108702	07/12/2023	812.30	L21-1, MAG PARTICLE TESTING	0016502265	54820
TOTAL FOR CHECK AP 00015196:			812.30			
IVOXY CONSULTING INC. (IVOXCONS)						
	KRBBQ4902	07/12/2023	2,377.26	CP-MERAKI SWITCH W/3YR SERVICE	0012102215	53501
TOTAL FOR CHECK AP 00015197:			2,377.26			
KRONOS INCORPORATED (KRONOS)						
	12110040	07/26/2023	183.62	JUN'23 TELESTAFF IVR SERVICES	0013002220	54191
TOTAL FOR CHECK AP 00015199:			183.62			
L.N. CURTIS AND SONS (LNCURTIS)						
	INV709784	05/30/2023	710.67	SO Globe Tech rescue boots	0013302685	52010
	INV726136	07/13/2023	719.10	E18-8 FOAMPRO SPEED SENSOR	0016502265	53143
	INV726143	07/13/2023	196.22	E18-5 TFT JAFFERY VALVE ELBOW	0016502265	53143
	INV728217	07/20/2023	193.91	HANDLE FOR 1262 GATED Y	0016502265	54811
TOTAL FOR CHECK AP 00015200:			1,819.90			
LIFE-ASSIST INC (LIFEASSI)						
	1331940	06/02/2023	652.31	RETURN DUP CREDIT #1336521	1013402680	53141
	1336540	06/20/2023	15.07	ENDO TUBE, UNCUFFED, 5.5MM (EA	0012052218	53198
	1336540	06/20/2023	75.35	ENDO TUBE, CUFFED, 6.0MM (EACH	0012052218	53198
	1336540	06/20/2023	75.35	ENDO TUBE, CUFFED, 6.5MM (EACH	0012052218	53198
	1336540	06/20/2023	143.00	ENDO TUBE, CUFFED, 7.0MM (EACH	0012052218	53198
	1336540	06/20/2023	150.70	ENDO TUBE, CUFFED, 7.5MM (EACH	0012052218	53198
	1336540	06/20/2023	75.35	ENDO TUBE, CUFFED 8.0MM (EACH)	0012052218	53198
	1336540	06/20/2023	75.35	ENDO TUBE, CUFFED, 8.5MM (EACH	0012052218	53198
	1336540	06/20/2023	55.76	ENDO TUBE, CUFFED, 9.0MM (EACH	0012052218	53198
	1336581	06/20/2023	(19.19)	CREDIT P011011	0012102215	53501
	1338593	06/27/2023	50.60	NASOPHARYNGEAL AIRWAY, 26FR (E	0012052218	53198
	1338593	06/27/2023	50.60	NASOPHARYNGEAL AIRWAY, 30FR (E	0012052218	53198
	1338593	06/27/2023	50.60	NASOPHARYNGEAL AIRWAY, 32FR (E	0012052218	53198
	1338593	06/27/2023	25.30	NASOPHARYNGEAL AIRWAY, 34FR (E	0012052218	53198
	1338593	06/27/2023	174.24	I-GEL AIRWAY, 1 INFANT /EA	0012052218	53198
	1338593	06/27/2023	58.08	WIPES, EYEGLASS CLEANING (BOX)	0012052218	53198
	1338593	06/27/2023	37.62	BANDAGE, TRIANGULAR 40"X40"X56	0012052218	53198
	1338593	06/27/2023	166.32	BANDAGE, COBAN WRAP 2" (EACH)	0012052218	53198
	1338593	06/27/2023	3,449.60	MEGAMOVER TRANSPORT UNIT (EA)	0012052218	53198
	1338593	06/27/2023	1,404.70	GLOVES, NITRILE, X-LARGE (BOX)	0012052218	53198
	1338593	06/27/2023	22.70	STOPCOCK, 3-WAY	0012052218	53198
	1338593	06/27/2023	66.44	MECONIUM ASPIRATOR (EACH)	0012052218	53198
	1338593	06/27/2023	33.00	MASK, NRB (NON-REBREATHER), PE	0012052218	53198
	1338593	06/27/2023	47.85	NASAL CANNULA, NON-FLARED, ADUL	0012052218	53198
	1338593	06/27/2023	1,048.30	FILTERLINE SET, ADULT/PEDI (EA	0012052218	53198
	1338593	06/27/2023	292.33	CAPNOLINE, PEDI (CANNULA) (EAC	0012052218	53198
	1338593	06/27/2023	2,285.80	SMART CAPNOLINE, ADULT/INTERME	0012052218	53198
	1338593	06/27/2023	10.78	SPLINT, CARDBOARD 12" (EACH)	0012052218	53198
	1338593	06/27/2023	22.00	SPLINT, CARDBOARD 18" (EACH)	0012052218	53198

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1338593	06/27/2023	25.52	SPLINT, CARDBOARD 24" (EACH)	0012052218 53198
	1338593	06/27/2023	50.60	NASOPHARYNGEAL AIRWAY, 26FR (E	0012052218 53198
	1338593	06/27/2023	50.60	NASOPHARYNGEAL AIRWAY, 30FR (E	0012052218 53198
	1338593	06/27/2023	50.60	NASOPHARYNGEAL AIRWAY, 32FR (E	0012052218 53198
	1338593	06/27/2023	25.30	NASOPHARYNGEAL AIRWAY, 34FR (E	0012052218 53198
	1338593	06/27/2023	174.24	I-GEL AIRWAY, 1 INFANT /EA	0012052218 53198
	1338593	06/27/2023	58.08	WIPES, EYEGLASS CLEANING (BOX)	0012052218 53198
	1338593	06/27/2023	37.62	BANDAGE, TRIANGULAR 40"X40"X56	0012052218 53198
	1338593	06/27/2023	166.32	BANDAGE, COBAN WRAP 2" (EACH)	0012052218 53198
	1338593	06/27/2023	3,449.60	MEGAMOVER TRANSPORT UNIT (EA)	0012052218 53198
	1338593	06/27/2023	1,404.70	GLOVES, NITRILE, X-LARGE (BOX)	0012052218 53198
	1338593	06/27/2023	22.70	STOPCOCK, 3-WAY	0012052218 53198
	1338593	06/27/2023	66.44	MECONIUM ASPIRATOR (EACH)	0012052218 53198
	1338593	06/27/2023	33.00	MASK, NRB (NON-REBREATHER), PE	0012052218 53198
	1338593	06/27/2023	47.85	NASAL CANNULA, NON-FLARED, ADUL	0012052218 53198
	1338593	06/27/2023	1,048.30	FILTERLINE SET, ADULT/PEDI (EA	0012052218 53198
	1338593	06/27/2023	292.33	CAPNOLINE, PEDI (CANNULA) (EAC	0012052218 53198
	1338593	06/27/2023	2,285.80	SMART CAPNOLINE, ADULT/INTERME	0012052218 53198
	1338593	06/27/2023	22.00	SPLINT, CARDBOARD 18" (EACH)	0012052218 53198
	1338593	06/27/2023	25.52	SPLINT, CARDBOARD 24" (EACH)	0012052218 53198
	1338593	06/27/2023	10.78	SPLINT 12"	0012052218 53198
	1342854	07/07/2023	320.00	EMERGENCY CRICOTHYROTOMY KIT (	0012052218 53198
	1342854	07/07/2023	167.35	EKG PAPER, LIFE-PAK LP12 & LP1	0012052218 53198
	1342854	07/07/2023	2,025.84	ELECTRODES, BLUE SENSOR, ADULT	0012052218 53198
	1342854	07/07/2023	805.49	BLOOD GLUCOSE TEST STRIPS (BOX	0012052218 53198
	1342854	07/07/2023	271.51	SHARPS CONTAINER, SAGE FLIP-LI	0012052218 53198
	1342854	07/07/2023	18.10	ASPIRIN, CHEWABLE, 81MG	0012052218 53198
	1342854	07/07/2023	136.74	GLUCOSE 15GM, TUBE (PASTE)	0012052218 53198
	1342854	07/07/2023	3.85	SUCTION CATHETER, 12FR (EACH)	0012052218 53198
	1342854	07/07/2023	340.21	MASK, NRB (NON-REBREATHER), A	0012052218 53198
	1342854	07/07/2023	1,056.53	BVM (BAG VALVE MASK), ADULT (E	0012052218 53198
	1342857	07/07/2023	337.50	CALCIUM CHLORIDE 1GM, 10ML SYR	0012052218 53198
	1342857	07/07/2023	344.30	TXA/TRANEXAMIC ACID 100ML BAG	0012052218 53198
	1342857	07/07/2023	372.80	ADENOCARD 6MG/2ML ANSYR SYRING	0012052218 53198
	1342857	07/07/2023	276.00	NOREPINEPHRINE BITARTRATE VIAL	0012052218 53198
	1342857	07/07/2023	1,064.00	EPINEPHRINE 1:10,000 1MG 10ML	0012052218 53198
	1342857	07/07/2023	330.00	IV ADMIN SET, 10 DROP (EACH)	0012052218 53198
	1342857	07/07/2023	24.10	NASO-GASTRIC TUBE, 10FR (EACH)	0012052218 53198
	1342857	07/07/2023	112.00	NITROGLYCERIN TABLETS	0012052218 53198
	1343392	07/11/2023	109.30	BVM (BAG VALVE MASK), ADULT (E	0012052218 53198
	1348703	07/27/2023	71.29	ET TUBE HOLDER, ADULT (EACH)	0012052218 53198
	1348703	07/27/2023	348.80	I-GEL/KING AIRWAY, 4 ADULT (EA	0012052218 53198
	1348703	07/27/2023	523.20	I-GEL/KING AIRWAY, 5 ADULT (EA	0012052218 53198
	1348703	07/27/2023	252.79	KING VISION CHANNELED LARYNGOS	0012052218 53198
	1348703	07/27/2023	67.38	ADHESIVE BANDAGES, 1"x3", CLOT	0012052218 53198
	1348703	07/27/2023	7.71	BIO BAG 12"x15" SMALL 5/ROLL	0012052218 53198
	1348703	07/27/2023	104.04	COLLAR, EXTRICATION, ADJUSTABL	0012052218 53198

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1348703	07/27/2023	55.49	COLD PACK (EACH)	0012052218 53198
	1348703	07/27/2023	484.44	LANCET (EACH)	0012052218 53198
	1348703	07/27/2023	1,208.24	BLOOD GLUCOSE TEST STRIPS (BOX	0012052218 53198
	1348703	07/27/2023	530.96	PRESSURE INFUSER BAG (EACH)	0012052218 53198
	1348703	07/27/2023	733.27	MAD DEVICE W/O SYRINGE (EACH)	0012052218 53198
	1348703	07/27/2023	484.44	IV DRESSING, VENI-GARD, ADULT	0012052218 53198
	1348703	07/27/2023	2,287.88	SMART CAPNOLINE, ADULT/INTERME	0012052218 53198
	1348703	07/27/2023	524.63	FILTERLINE SET, ADULT/PEDI (EA	0012052218 53198
	1348703	07/27/2023	179.21	TOURNIQUET, LATEX FREE (ROLL/1	0012052218 53198
	1348703	07/27/2023	22.58	BROSELOW TAPE, PEDI (EACH)	0012052218 53198
	1348703	07/27/2023	129.70	SHARPS CONTAINER, 5QT W/ROTOR	0012052218 53198
	1348703	07/27/2023	283.79	GERMICIDAL SUPER SANI WIPES -	0012052218 53198
	1348744	07/27/2023	1,104.00	EPINEPHRINE 1:1000 30ML/30MG M	0012052218 53198
	1348744	07/27/2023	97.40	OXYMETAZOLINE .05% 15ML SPRAY	0012052218 53198
	1348744	07/27/2023	154.00	LIDOCAINE JELLY 2% 5ML SYRINGE	0012052218 53198
	1348744	07/27/2023	2,069.40	NALOXONE 2MG 2ML LUER JET	0012052218 53198
	1348744	07/27/2023	46.00	SYRINGE, 1CC TB W/25GA NEEDLE	0012052218 53198
	1348744	07/27/2023	344.00	IV CATHETER, 18GAx1.25", PROTE	0012052218 53198
	1348744	07/27/2023	688.00	IV CATHETER, 20GAx1.25", PROTE	0012052218 53198
	1348744	07/27/2023	86.00	IV CATHETER 14GAx1.25" PROTECT	0012052218 53198
	1348744	07/27/2023	1,555.00	EXTENSION SET REMOVE CLAVE 7"	0012052218 53198
	1348744	07/27/2023	3.50	SUCTION CATHETER, 18FR (EACH)	0012052218 53198
	1348744	07/27/2023	16.00	NEEDLE, HYPODERMIC 18GAx1-1/2"	0012052218 53198
	1348744	07/27/2023	330.30	ATROPINE 1MG 10ML SYRINGE	0012052218 53198
	1348744	07/27/2023	220.80	LIDOCAINE 2% 100MG 5ML SYRINGE	0012052218 53198
	1348744	07/27/2023	300.00	SODIUM BICARBONATE 8.4% 50ML	0012052218 53198
	1348809	07/28/2023	157.80	BURETROL SET (EACH)	0012052218 53198
<b>TOTAL FOR CHECK AP 00015201:</b>			43,531.47		
<b>MALLORY COMPANY (MALLCOMP)</b>					
	5649838	06/19/2023	76.45	SCBA GIRT -10058236 - size 2-0	0012502210 53147
	5649838	06/19/2023	4.95	SCBA GIRT - 10061147	0012502210 53147
	5651019	06/20/2023	22.00	SCBA GIRT-10149659-sp	0012502210 53147
	5651019	06/20/2023	26.73	SCBA GIRT - 10149637-sp	0012502210 53147
	5651019	06/20/2023	22.00	SCBA GIRT - 10149669-sp	0012502210 53147
	5651019	06/20/2023	220.00	SCBA GIRT - 10149634 INSERT	0012502210 53147
	5658405	06/29/2023	5,772.80	FOAM, FIREADE 2000, 5GAL	0012052218 53198
	5676701	07/24/2023	249.93	SR-W04-75C LEL	0012042254 53141
<b>TOTAL FOR CHECK AP 00015202:</b>			6,394.86		
<b>MICHAEL'S CUSTOM UPHOLSTERY (MICHCUST)</b>					
	158073	07/19/2023	476.46	E00-1 SEAT REUPHOLSTERY	0016502265 53143
<b>TOTAL FOR CHECK AP 00015203:</b>			476.46		
<b>NATIONAL TESTING NETWORK INC (NATITEST)</b>					
	13098	07/31/2023	585.00	Entry Level Background JERDE	0012352240 54191
<b>TOTAL FOR CHECK AP 00015204:</b>			585.00		
<b>NW CASCADE INC (NWCASCAD)</b>					
	0553626184	07/28/2023	141.00	STN62 HONEY BUCKET MONTHLY REN	0012042254 54502

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>TOTAL FOR CHECK AP 00015205:</b>			141.00		
<b>O'REILLY AUTO PARTS (OREIAUTO)</b>					
	3702215403	07/27/2023	484.42	75W90 10 GALLONS	0016502265 53181
<b>TOTAL FOR CHECK AP 00015206:</b>			484.42		
<b>PCFD #16 (PCFD16)</b>					
	071823	07/18/2023	7,287.64	2022 IT CONSORTIUM/OVERPAID	001222 34181
<b>TOTAL FOR CHECK AP 00015207:</b>			7,287.64		
<b>PIERCE COUNTY FIRE PROT. DIST. (CPFREFT)</b>					
	024814278	06/16/2023	0.13	BLUE NOMEX PANTS B CUT	0012042254 52011
	024933557	06/29/2023	0.13	BLUE NOMEX PANTS A CUT	0012042254 52011
	1011916	05/31/2023	2.93	LABOR	0012042254 54811
	1011916	05/31/2023	0.88	REFRIGERANT R422D	0012042254 54811
	1011916	05/31/2023	0.03	SYSTEM VACUUM EQUIPMENT FEE	0012042254 54811
	1011916	05/31/2023	0.08	REFRIGERANT RECOVERY FEE	0012042254 54811
	1011916	05/31/2023	0.30	NITROGEN REFILL	0012042254 54811
	1011916	05/31/2023	0.05	WELDING SUPPLIES	0012042254 54811
	108702	07/12/2023	82.04	L21-1, MAG PARTICLE TESTING	0016502265 54820
	1336540	06/20/2023	0.01	ENDO TUBE, UNCUFFED, 5.5MM (EA	0012052218 53198
	1336540	06/20/2023	0.07	ENDO TUBE, CUFFED, 6.0MM (EACH	0012052218 53198
	1336540	06/20/2023	0.07	ENDO TUBE, CUFFED, 6.5MM (EACH	0012052218 53198
	1336540	06/20/2023	0.13	ENDO TUBE, CUFFED, 7.0MM (EACH	0012052218 53198
	1336540	06/20/2023	0.14	ENDO TUBE, CUFFED, 7.5MM (EACH	0012052218 53198
	1336540	06/20/2023	0.07	ENDO TUBE, CUFFED 8.0MM (EACH)	0012052218 53198
	1336540	06/20/2023	0.06	ENDO TUBE, CUFFED, 8.5MM (EACH	0012052218 53198
	1336540	06/20/2023	0.06	ENDO TUBE, CUFFED, 9.0MM (EACH	0012052218 53198
	1338593	06/27/2023	0.05	NASOPHARYNGEAL AIRWAY, 26FR (E	0012052218 53198
	1338593	06/27/2023	0.04	NASOPHARYNGEAL AIRWAY, 30FR (E	0012052218 53198
	1338593	06/27/2023	0.05	NASOPHARYNGEAL AIRWAY, 32FR (E	0012052218 53198
	1338593	06/27/2023	0.02	NASOPHARYNGEAL AIRWAY, 34FR (E	0012052218 53198
	1338593	06/27/2023	0.16	I-GEL AIRWAY, 1 INFANT /EA	0012052218 53198
	1338593	06/27/2023	0.05	WIPES, EYEGLASS CLEANING (BOX)	0012052218 53198
	1338593	06/27/2023	0.04	BANDAGE, TRIANGULAR 40"X40"X56	0012052218 53198
	1338593	06/27/2023	0.15	BANDAGE, COBAN WRAP 2" (EACH)	0012052218 53198
	1338593	06/27/2023	3.13	MEGAMOVER TRANSPORT UNIT (EA)	0012052218 53198
	1338593	06/27/2023	1.28	GLOVES, NITRILE, X-LARGE (BOX)	0012052218 53198
	1338593	06/27/2023	0.02	STOPCOCK, 3-WAY	0012052218 53198
	1338593	06/27/2023	0.06	MECONIUM ASPIRATOR (EACH)	0012052218 53198
	1338593	06/27/2023	0.03	MASK, NRB (NON-REBREATHING), PE	0012052218 53198
	1338593	06/27/2023	0.05	NASAL CANNULA, NON-FLARED, ADUL	0012052218 53198
	1338593	06/27/2023	0.95	FILTERLINE SET, ADULT/PEDI (EA	0012052218 53198
	1338593	06/27/2023	0.26	CAPNOLINE, PEDI (CANNULA) (EAC	0012052218 53198
	1338593	06/27/2023	2.08	SMART CAPNOLINE, ADULT/INTERME	0012052218 53198
	1338593	06/27/2023	0.01	SPLINT, CARDBOARD 12" (EACH)	0012052218 53198
	1338593	06/27/2023	0.02	SPLINT, CARDBOARD 18" (EACH)	0012052218 53198
	1338593	06/27/2023	0.02	SPLINT, CARDBOARD 24" (EACH)	0012052218 53198
	1338593	06/27/2023	0.05	NASOPHARYNGEAL AIRWAY, 26FR (E	0012052218 53198



**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1338593	06/27/2023	0.04	NASOPHARYNGEAL AIRWAY, 30FR (E	0012052218 53198
	1338593	06/27/2023	0.05	NASOPHARYNGEAL AIRWAY, 32FR (E	0012052218 53198
	1338593	06/27/2023	0.02	NASOPHARYNGEAL AIRWAY, 34FR (E	0012052218 53198
	1338593	06/27/2023	0.16	I-GEL AIRWAY, 1 INFANT /EA	0012052218 53198
	1338593	06/27/2023	0.05	WIPES, EYEGLASS CLEANING (BOX)	0012052218 53198
	1338593	06/27/2023	0.04	BANDAGE, TRIANGULAR 40"X40"X56	0012052218 53198
	1338593	06/27/2023	0.15	BANDAGE, COBAN WRAP 2" (EACH)	0012052218 53198
	1338593	06/27/2023	3.13	MEGAMOVER TRANSPORT UNIT (EA)	0012052218 53198
	1338593	06/27/2023	1.28	GLOVES, NITRILE, X-LARGE (BOX)	0012052218 53198
	1338593	06/27/2023	0.02	STOPCOCK, 3-WAY	0012052218 53198
	1338593	06/27/2023	0.06	MECONIUM ASPIRATOR (EACH)	0012052218 53198
	1338593	06/27/2023	0.03	MASK, NRB (NON-REBREATHER), PE	0012052218 53198
	1338593	06/27/2023	0.05	NASAL CANNULA, NON-FLARED, ADUL	0012052218 53198
	1338593	06/27/2023	0.95	FILTERLINE SET, ADULT/PEDI (EA	0012052218 53198
	1338593	06/27/2023	0.26	CAPNOLINE, PEDI (CANNULA) (EAC	0012052218 53198
	1338593	06/27/2023	2.08	SMART CAPNOLINE, ADULT/INTERME	0012052218 53198
	1338593	06/27/2023	0.02	SPLINT, CARDBOARD 18" (EACH)	0012052218 53198
	1338593	06/27/2023	0.03	SPLINT, CARDBOARD 24" (EACH)	0012052218 53198
	16TH93RLL7W9	05/19/2023	0.17	IT CUBE - BLUEAIR Bedroom Air	0012102215 53501
	16TH93RLL7W9	05/19/2023	0.05	IT CUBE - Galvanox USB C Under	0012102215 53501
	16TH93RLL7W9	05/19/2023	0.01	67 T BROWN -Cast Iron Cleaner	0016072250 53141
	16TH93RLMJ1N	05/19/2023	0.01	CS Duracell AA Alkaline Batter	0012052218 53141
	16TH93RLMJ1N	05/19/2023	0.02	CS 40 Pack Round Colorful Plas	0012052218 53501
	16TH93RLMJ1N	05/19/2023	0.03	HM MEANLIN MEASURE 0~10Psi	0013202260 53501
	16TH93RLMJ1N	05/19/2023	0.02	64 First Alert CO605 Plug-In	0016042250 53501
	16TH93RLMJ1N	05/19/2023	0.38	67 Vitamix 5200 Blender	0016072250 53501
	16TH93RLMJ1N	05/19/2023	0.03	67 Grill Cover for Weber Genes	0016072250 53501
	16TH93RLMJ1N	05/19/2023	0.07	68 Lockways White Board Dry Er	0016082250 53501
	16TH93RLMJ1N	05/19/2023	0.10	68 Loddie Doddie Magnetic	0016082250 53501
	16TMLWY7L9J	04/16/2023	0.08	MENTHOLATUM OINTMENT (EACH)	0012052218 53198
	16TMLWY7L9J	04/16/2023	0.03	60W MARATHON MINI TWISTER (EAC	0012052218 53198
	16TMLWY7L9J	04/16/2023	0.10	SCOURING PAD (EACH)	0012052218 53198
	16TMLWY7L9J	04/16/2023	0.05	TAPE, SEALING, HEAVY DUTY, 50M	0012052218 53198
	16TMLWY7L9J	04/16/2023	0.04	DRY ERASE BOARD CLEANER (EACH)	0012052218 53198
	16TMLWY7L9J	04/16/2023	0.11	IT/CPFR iPhone Car Charger, An	0012102215 53501
	16TMLWY7L9J	04/16/2023	0.05	OFFICE NAME PLATE HOLDERS	0012102215 53501
	16TMLWY7L9J	04/16/2023	0.08	TC Brother Genuine High Yield	0012352240 53141
	16TMLWY7L9J	04/16/2023	0.01	60 admin Hiware 16-Piece Stain	0016002250 53501
	16TMLWY7L9J	04/16/2023	0.33	67 Brother Genuine TN227BK,	0016072250 53141
	16TMLWY7L9J	04/16/2023	0.10	68 Brother Genuine TN227Y, Hig	0016082250 53141
	16TMLWY7L9J	04/16/2023	0.06	69 Brita Redi-Twist + S/H	0016092250 53141
	16TMLWY7L9J	04/16/2023	0.08	71 VIZIO 2.0 Home Theater Soun	0017012250 53501
	16TMLWY7L9J	04/16/2023	0.01	71 Optical Audio Cable, WARRKY	0017012250 53501
	16TMLWY7L9J	04/16/2023	0.01	71 Delamu Cord Hider, One-Cord	0017012250 53501
	16TMLWY7L9J	04/16/2023	0.12	71 WIFESE Tv Stand Tv Cabinets	0017012250 53501
	16TMLWY7L9J	04/16/2023	0.23	EMS Good to Great :: Why Some	1013402680 53102
	16TMLWY7L9J	04/16/2023	0.02	EMS Tileon Feet Hair Trimmer,	1013402680 53501

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	17WC93MG4V7	06/02/2023	0.54	STN 65 COMPRESSOR ELECTRIC MOT	0012042254 53142
	17WKM3H3K9H	06/13/2023	0.01	IT NEENAH Creative Collection	0012102215 53101
	17WKM3H3K9H	06/13/2023	0.02	IT MaxMark Premium Refill Ink	0012102215 53141
	17WKM3H3K9H	06/13/2023	0.04	IT Gorilla Tough & Clear Doubl	0012102215 53141
	17WKM3H3K9H	06/13/2023	0.04	IT SINOPUREN Laminator Machine	0012102215 53501
	17WKM3H3K9H	06/13/2023	0.03	IT Quntis Computer Monitor Lam	0012102215 53501
	17WKM3H3K9H	06/13/2023	0.02	IT MaxMark Office Date Stamp w	0012102215 53501
	17WKM3H3K9H	06/13/2023	0.02	SUP Leadseals(R) 100 Green Pla	0013002220 53141
	17WKM3H3K9H	06/13/2023	0.02	61 AKCISOT Wall Clock 10 Inch	0016012250 53501
	1FML3CGQ9NL	06/14/2023	0.03	65 Aluminum Clipboard with	0016052250 53501
	1G6HY11YKDK	05/06/2023	0.01	OPS Park Tool Triple Spoke Wre	0013002220 53501
	1GPPYD1P4MC	05/04/2023	0.05	Office Name Plate Holders - Fi	0012102215 53501
	1GPPYD1P4MC	05/04/2023	0.10	68 Brother Genuine TN227M, Hig	0016082250 53141
	1GPPYD1P4MC	05/04/2023	0.04	69 BRITA REDI TWIST UNDER SINK	0016092250 53141
	1K3W3LHL1VV	05/11/2023	0.02	64 GALLON PUMP DISPENSER	0016042250 53121
	1K3W3LHL1VV	05/11/2023	0.01	CARES Syntech USB C to USB Ada	1013402680 53101
	1KYDK9YWPK	07/01/2023	0.04	60A REBECCA - Brother P-Touch	0012002210 53501
	1KYDK9YWPK	07/01/2023	0.09	67 T BROWN- Weber Genesis 300	0016072250 53501
	1L7MDY6TLH1	06/19/2023	0.08	68 - Brother Genuine TN227,	0016082250 53101
	1L7MDY6TLH1	06/19/2023	0.32	68 - Brother Genuine TN227BK,	0016082250 53101
	1LN9GK4M36V	06/21/2023	0.22	TC - Toshiba T-FC616U-K Black	0012302240 53141
	1RM1H9J94LRN	06/06/2023	0.01	HM Amber Glass Bottle 4oz W/Gl	0013202260 53141
	1T76M4XMNCV	05/19/2023	0.07	60 Board2by Cork Board Bulleti	0016002250 53501
	1VYQHT9KFPN	06/04/2023	0.06	ADMIN ERICA - Scotch Heavy Dut	0012002210 53101
	1VYQHT9KFPN	06/04/2023	0.16	ACAD ANDY - Brady 31112LS Vin	0012352240 53141
	1VYQHT9KFPN	06/04/2023	0.08	61 WEIDMAN - Brother Genuine H	0016012250 53101
	1WJCPWR76YH	06/09/2023	0.53	PARA PHTLS: Prehospital Trauma	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.57	PARA The Walls Manual of Emerg	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.34	PARA AMLS: Advanced Medical Li	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.70	PARA 12-Lead ECG: The Art of	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.51	PARA ECGs Made Easy	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.38	PARA Understanding Anatomy &	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.46	PARA Pharmacology for the	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.24	PARA 2020 Handbook of ECC (Pro	1013402680 53102
	1WJCPWR76YH	06/09/2023	1.14	PARA NANCY CAROLINE'S EMER.CAR	1013402680 53102
	1WJCPWR76YH	06/09/2023	0.93	PARA Nancy Caroline's Emerge	1013402680 53102
	1XCVVNTPC1D	06/23/2023	0.07	BEN - Avery Heavy Duty View 3	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.09	BEN - Fellowes Saturn 3i 125	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.13	BEN- Fellowes 5006801-99 Bindi	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.01	BEN- MaxGear Paper Clip Holder	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.09	BEN- Desktop Tape Dispenser -	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.03	BEN- Amazon Basics Effortless	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.03	BEN - Command Poster Strips,	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.01	BEN- ZZTX 6 PCS Professional	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.14	BEN- Swingline Stapler, 747	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.84	BEN- Keurig K-2500 Commercial	0012002210 53101
	1XCVVNTPC1D	06/23/2023	0.02	73 ARONOW - Scotch-Brite Pot a	0017032250 53501

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
	1XHLD4VVJW3	05/04/2023	0.14	LOGS TAGOUT LOCKOUT KIT	0012042254 53501
	230374	05/22/2023	0.15	Embroidery - 3 Black Polos an	0012042254 52011
	230374	05/22/2023	0.08	Embroidery - 3 Navy polos	0012042254 52011
	230374	05/22/2023	0.03	Patch - Sew - 2 ea	0012042254 52011
	230374	05/22/2023	0.11	Patch - Velcro - 3 ea	0012042254 52011
	230374	05/22/2023	0.15	Conveinence Fee - does not app	0012042254 52011
	230489	06/01/2023	0.02	sew on tags navy/silver.	0012042254 52011
	230489	06/01/2023	0.03	VELCRO NAME TAGS	0012042254 52011
	230489	06/01/2023	0.01	CONVEINENCE FEE	0012042254 52011
	230489	06/01/2023	(0.01)	LESS CONVEINENCE FEE	0012042254 52011
	3751249	06/15/2023	1.84	LIFEBAND, ZOLL (EACH)	0012052218 53198
	4138121M	04/21/2023	0.39	EMS 6500001211 1/4IN HOSE ASSE	1013402680 53142
	5649838	06/19/2023	0.07	SCBA GIRT -10058236 - size 2-0	0012502210 53147
	5651019	06/20/2023	0.02	SCBA GIRT-10149659-sp	0012502210 53147
	5651019	06/20/2023	0.02	SCBA GIRT - 10149637-sp	0012502210 53147
	5651019	06/20/2023	0.02	SCBA GIRT - 10149669-sp	0012502210 53147
	5651019	06/20/2023	0.20	SCBA GIRT - 10149634 INSERT	0012502210 53147
	A312260	05/09/2023	707.85	30-CLASS A UNIFORMS	0012042254 54191
	K124302600MP	06/12/2023	83.33	HM RECYCLE KIT D35	0013202260 53141
<b>TOTAL FOR CHECK AP 00015184:</b>			910.36		
<b>READY REBOUND INC (READREBO)</b>					
	2831	08/01/2023	3,020.83	JUL'23 TACTICAL ATHLETE CONT	0012502210 54911
<b>TOTAL FOR CHECK AP 00015209:</b>			3,020.83		
<b>SCHNEIDER-SIMPSON (SCHNSIMP)</b>					
	91905	07/19/2023	220.60	SC22-4 METAL WORK	0016502265 54820
<b>TOTAL FOR CHECK AP 00015210:</b>			220.60		
<b>SITECRAFTING INC (SITECRAFT)</b>					
	42407	08/01/2023	348.00	AUGUST WEBSITE HOSTING	0014002230 54191
<b>TOTAL FOR CHECK AP 00015211:</b>			348.00		
<b>STANDARD PARTS CORP (STANPART)</b>					
	185698	07/13/2023	175.99	STOCK ORDER	0016502265 53143
	185698	07/13/2023	155.90	DMEQT 12 15W40 AMSOIL QTS	0016502265 53181
	185701	07/13/2023	593.42	SO19-1 ROPE ASSY WARN/FAIR LEA	0016502265 53143
	185867	07/13/2023	114.97	FM17-2, CABIN AIR FILTER, SPAR	0016502265 53143
	186019	07/14/2023	85.84	SHOP SUPPLIES, BRAKE FLUID	0016502265 53141
	186036	07/14/2023	31.26	BLACK SPRAY PAINT (6)	0016502265 53141
	186036	07/14/2023	235.18	FM17-2 ASMQT 16 QTS (+STOCK)	0016502265 53143
	186038	07/14/2023	74.58	SPRAY PAINT	0016502265 53141
	187167	07/21/2023	1,347.25	FM17-2, BRAKE REPAIRS PARTS	0016502265 53143
	187766	07/25/2023	4.93	FM17-2 BLEEDER SCREW	0016502265 53143
	188002	07/26/2023	51.92	M18-3, U-JOINT	0016502265 53143
	188263	07/27/2023	181.13	SI19-1 304122 BOSS FILTER	0016502265 53143
	188365	07/27/2023	69.23	SUPER GLUE, SHOP SUPPLIES	0016502265 53141
	188417	07/27/2023	25.60	SO19-1 FILTER, OIL	0016502265 53143
	189050	08/01/2023	112.24	SHOP DEF STOCK (6) CASES	0012042254 53201
<b>TOTAL FOR CHECK AP 00015212:</b>			3,259.44		

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL
<b>STAPLES, INC. (STAPINC)</b>					
	3542088994	07/04/2023	29.29	PEN, BALLPOINT, BLACK (BX/12)	0012052218 53198
	3542088994	07/04/2023	13.72	SHEET PROTECTORS, TOP LOAD, CL	0012052218 53198
	3542088994	07/04/2023	16.96	CORRECTION TAPE, WHITE (EACH)	0012052218 53198
	3542088994	07/04/2023	7.40	HIGHLIGHTER, YELLOW (EACH)	0012052218 53198
	3542088994	07/04/2023	16.59	MARKER, SHARPIE SILVER PAIN PE	0012052218 53198
	3542088994	07/04/2023	8.95	BINDER CLIP, LARGE (BOX)	0012052218 53198
	3542088994	07/04/2023	41.96	AEROSOL AIR FRESHENER (EACH)	0012052218 53198
	3542088994	07/04/2023	42.63	60A REBECCA- Bostitch Impulse	0012302240 53101
	3543396649	07/26/2023	25.05	AOC Staples Paper 2-Pocket	0012002210 53101
	3543396649	07/26/2023	16.80	AOC Post-it Pop-up Super Stick	0012012211 53101
	3543396649	07/26/2023	48.35	MARKER, SHARPIE PERMANENT, FIN	0012052218 53198
	3543396649	07/26/2023	75.57	LABEL MAKER TAPE, BRT TZ231, B	0012052218 53198
	3543463823	07/27/2023	50.60	CARES Staples 11" x 17"	0012002210 53101
<b>TOTAL FOR CHECK AP 00015213:</b>			393.87		
<b>STRYKER MEDICAL (STRYMEDI)</b>					
	4138121M	04/21/2023	424.60	EMS 6500001211 1/4IN HOSE ASSE	1013402680 53142
	9204279710	07/12/2023	2,914.34	PLUNGER ASSY (2) STOCK REQ	0016502265 53142
<b>TOTAL FOR CHECK AP 00015214:</b>			3,338.94		
<b>SUPERION LLC (SUPERION)</b>					
	388128	07/27/2023	630.00	JUL9-JUL22 MGMT SVC/R LAMSON	0012012211 54191
<b>TOTAL FOR CHECK AP 00015208:</b>			630.00		
<b>TACOMA SCREW PRODUCTS INC (TACOSCRE)</b>					
	10021563200	07/17/2023	147.94	CONNECTORS, RIVETS, TUBING	0016502265 53141
	10021563300	07/21/2023	354.65	SAFETY GLASSES/SHADES	0016502265 53501
	10021724900	07/24/2023	11.25	HEAT SHRINK TUBING SHOP SUPP	0016502265 53141
	10021927900	07/31/2023	165.38	CONN, TUBES, NUTS, BRK CLN	0016502265 53141
	10022010500	07/27/2023	253.74	AIR BRAKE FITTINGS (48)	0016502265 53141
<b>TOTAL FOR CHECK AP 00015215:</b>			932.96		
<b>TELEFLEX LLC (TELEFLEX)</b>					
	9507088652	06/13/2023	1,332.65	EMS EZ-IO POWER	1013402680 53501
	9507266652	07/27/2023	1,100.00	IO KIT, PEDI: PINK (EACH)	0012052218 53198
	9507266652	07/27/2023	5,500.00	IO KIT, ADULT: BLUE (EACH)	0012052218 53198
	9507266652	07/27/2023	5,500.00	IO KIT, BARIATRIC: YELLOW (EAC	0012052218 53198
<b>TOTAL FOR CHECK AP 00015216:</b>			13,432.65		
<b>TRS MECHANICAL INC (TRSMECHA)</b>					
	1011916	05/31/2023	3,228.19	LABOR	0012042254 54811
	1011916	05/31/2023	968.00	REFRIGERANT R422D	0012042254 54811
	1011916	05/31/2023	33.00	SYSTEM VACUUM EQUIPMENT FEE	0012042254 54811
	1011916	05/31/2023	82.50	REFRIGERANT RECOVERY FEE	0012042254 54811
	1011916	05/31/2023	330.00	NITROGEN REFILL	0012042254 54811
	1011916	05/31/2023	55.00	WELDING SUPPLIES	0012042254 54811
	1011916	05/31/2023	101.05	L & I FILING FEES	0012042254 54912
<b>TOTAL FOR CHECK AP 00015217:</b>			4,797.74		
<b>UNIFIRST CORPORATION (UNIFIRST)</b>					

**Central Pierce Fire and Rescue**  
**Accounts Payable Warrant Approval**

**Start Date:** 08/03/2023

**End Date:** 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
	2220007645	07/19/2023	147.42	JUL19 SHOP UNIFORMS/RUGS	0016502265	54931
	2220009708	07/26/2023	147.42	JUL26 SHOP UNIFORMS/RUGS	0016502265	54931
	2220012114	08/02/2023	147.42	AUG03 SHOP UNIFORMS/RUGS	0016502265	54931
<b>TOTAL FOR CHECK AP 00015218:</b>			442.26			
<b>US BANK BUSINESS CARD (USBANKBU)</b>						
	PC.000.230725.7	08/03/2023	19.41	SHIPPING WSI BOARDS TO GFR	0012002210	54221
	PC.000.230725.7	08/03/2023	29.99	TNT ADMIN SUBSCRIPTION JULY 23	0012002210	54902
	PC.000.230725.7	08/03/2023	107.31	ZOOM ROOMS- DTENS- JULY	0012002210	54902
	PC.000.230725.7	08/03/2023	105.00	RESECK EVT RECERT	0016502265	54922
	PC.000.230725.7	08/03/2023	48.88	STN 64 PLASTIC AND TAPE	0012042254	53141
	PC.000.230725.7	08/03/2023	125.57	STN 62 DOOR REMOTES	0012042254	53142
	PC.000.230725.7	08/03/2023	205.22	STN 72 DRYER DOOR PARTS	0012042254	53142
	PC.000.230725.7	08/03/2023	30.30	ARMORY FLAG BUCKLES/PHOTOEYE	0012042254	53142
	PC.000.230725.7	08/03/2023	51.77	STN 71 DRYER IGNITER	0012042254	53142
	PC.000.230725.7	08/03/2023	8.35	STN 72 EPOXY FOR COMMISSIONER	0012042254	53146
	PC.000.230725.7	08/03/2023	52.25	ARMORY FLAG BUCKLES/PHOTOEYE	0012042254	53146
	PC.000.230725.7	08/03/2023	5.48	63 CONCRETE FELT	0012042254	53146
	PC.000.230725.7	08/03/2023	15.40	69 SMLL SINK HNDL SEAT	0012042254	53146
	PC.000.230725.7	08/03/2023	33.00	GLAZING TAPE FOR WINDOW GLASS	0012042254	53146
	PC.000.230725.7	08/03/2023	41.80	67 SINK DRAIN AND PLUNGER	0012042254	53146
	PC.000.230725.7	08/03/2023	65.10	60 PAINT SUPPLIES	0012042254	53146
	PC.000.230725.7	08/03/2023	242.22	LOGISTICS LADDER	0012042254	53501
	PC.000.230725.7	08/03/2023	347.84	S BERDAN NFA MEAL TICKET	0012302240	53171
	PC.000.230725.7	08/03/2023	758.01	S BERDAN NFA AIRFARE	0012302240	54341
	PC.000.230725.7	08/03/2023	385.00	HACKETT REGISTRATION	0012302240	54921
	PC.000.230725.7	08/03/2023	925.38	FOOD SUPPLIES FOR LIVE FIRE	0012322240	53171
	PC.000.230725.7	08/03/2023	737.57	LUNCH FOR LIVE FIRE	0012322240	53171
	PC.000.230725.7	08/03/2023	831.71	LUNCH FOR LIVE FIRE	0012322240	53171
	PC.000.230725.7	08/03/2023	342.19	LUNCH FOR ACAD STAFF - FINALS	0012322240	53171
	PC.000.230725.7	08/03/2023	230.30	LUNCH FOR ACAD STAFF - FINALS	0012322240	53171
	PC.000.230725.7	08/03/2023	125.07	CUPCAKES FOR RECRUIT GRAD	0012322240	53171
	PC.000.230725.7	08/03/2023	255.71	BEVERAGES/SNACKS FOR GRAD	0012322240	53171
	PC.000.230725.7	08/03/2023	2,079.20	LODGING FOR LIVE FIRE INSTRUCT	0012352240	54311
	PC.000.230725.7	08/03/2023	1,695.00	SOBOLE UKG REGISTRATION	0013002220	54921
	PC.000.230725.7	08/03/2023	841.00	ELFERT SRT LODGING	0013302685	54311
	PC.000.230725.7	08/03/2023	1,295.00	MURPHY RRT REG	0013302685	54921
	PC.000.230725.7	08/03/2023	650.00	TAYLOR FPI REGISTRATION	0014002230	54921
	PC.000.230725.7	08/03/2023	795.00	R TAYLOR FIRE INSPECTOR REG	0014002230	54921
	PC.000.230825.1	08/03/2023	306.27	SNACKS FOR PROMOTIONAL TESTING	0012032213	53171
	PC.000.230825.1	08/03/2023	156.23	PCFTC Team Lunch 2023-07-27	0012322240	53171
	PC.200.230725.2	08/03/2023	21.87	JUL Charge Stamps.com	0012002210	54221
	PC.201.230625.2	08/03/2023	292.52	JUN LICENSING 3 MU/5 ENGINES	0012042254	54912
	PC.201.230725.2	08/03/2023	298.00	APA MEMBERSHIP - RESOP	0012012211	54901
	PC.203.230825.1	08/03/2023	70.42	Clocks for Promotional Testing	0012032213	53141
	PC.204.230725.3	08/03/2023	326.93	DP FOOD	0016082250	53141
<b>TOTAL FOR CHECK AP 00015219:</b>			14,953.27			

Central Pierce Fire and Rescue  
Accounts Payable Warrant Approval

Start Date: 08/03/2023  
End Date: 08/03/2023

Vendor	Invoice #	Inv. Date	Invoice Amt	Description	GL	
US FIRE AND EQUIPMENT (USFIREEQ)						
	15520	07/19/2023	1,172.34	E18-8 FOAMPRO MOTOR SPEED SENS	0016502265	53143
TOTAL FOR CHECK AP 00015220:			1,172.34			
WAYTEK INC (WAYTEK)						
	3568983	07/13/2023	129.66	WAYTEK CONNECTORS STOCK	0016502265	53143
TOTAL FOR CHECK AP 00015221:			129.66			
WEIR'S APPLIANCE INC (WEIRAPPL)						
	26773	05/03/2023	1,296.90	STATION 73 REPLACEMENT DRYER	0012042254	53501
TOTAL FOR CHECK AP 00015222:			1,296.90			
WES COURTNEY (COUR08040)						
	20234549	07/27/2023	270.00	AUG14/FIRE INV/PERDIEM/HYRUM	0014002230	54301
TOTAL FOR CHECK AP 00015229:			270.00			
ZOLL MEDICAL CORP (ZOLLMEDI)						
	3751249	06/15/2023	2,021.25	LIFEBAND, ZOLL (EACH)	0012052218	53198
TOTAL FOR CHECK AP 00015223:			2,021.25			
ZONES LLC (ZONES)						
	K21319710101	07/27/2023	2,167.32	CP-MICROSOFT SURFACE DOCK 2	0012102215	53501
TOTAL FOR CHECK AP 00015224:			2,167.32			
REPORT TOTAL:			174,138.45			



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Graham Fire Master ILA

**Attachments:** Master ILA

**Submitted by:** Chief Morrow

### **RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☒ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUGGESTED MOTION:**

*"I move to approve the Graham Fire Master ILA as presented by Staff."*

### **SUMMARY:**

Staff has made no changes to the Graham Fire Master ILA since its first reading and it is now ready for its second reading and approval.

The Graham Fire Master ILA is the basis for several Addendum that will be used to continue cooperative efforts between the District and Graham Fire.

**FINANCIAL IMPACT:** N/A

MASTER INTERLOCAL AGREEMENT  
FOR COOPERATIVE SERVICE INITIATIVES

This Master Interlocal Agreement ( "Agreement") is entered into on this 9th day of August 2023, (the "Effective Date") by and between Graham Fire & Rescue, located at 23014 70<sup>th</sup> Ave E, Graham, WA 98338, hereinafter referred to as "GFR", and Central Pierce Fire & Rescue, located at 1015 39<sup>th</sup> Ave SE STE 120, Puyallup, WA 98374, hereinafter referred to as "CPFR", who shall hereinafter be collectively referred to as the "Agencies" or singularly as an "Agency."

WHEREAS, the Agencies are committed to creating cooperative service initiatives that enhance their collective ability to provide efficient emergency and non-emergency services, minimize duplication, and reduce overall costs;

WHEREAS, the Agencies enter into this Agreement pursuant to the authority conferred upon them by RCW 52.12.021 and RCW 39.34.030; and

WHEREAS, the Agencies prefer to establish a Master Interlocal Agreement that can then include addenda to the various cooperative service initiatives being formed and executed.

NOW, THEREFORE, in exchange for the mutual promises contained herein and for other good and value consideration, the Agencies hereby agree as follows:

1. PURPOSE

- 1.1 The purpose of the Agreement is to create the general tenets that precede each addendum identified in Section 2 herein- Scope of Cooperation.

2. SCOPE OF COOPERATION

- 2.1 The Agencies agree to develop the necessary scope, and terms, for the following addenda to this Agreement:

- a. Closest Unit Dispatch- Critical Events
- b. Command and Control (Battalion 91)
- c. Joint Communications, Outreach, and Public Education
- d. CARES Program Service Delivery
- e. Data Analytics and GIS
- f. Grounds Maintenance
- g. Logistics
- h. Other addenda as needed

3. ADDENDA STRUCTURE AND IMPLEMENTATION

- 3.1 Each individually created addendum shall have the following structure outlined as follows:

- a. Fiscal Arrangements
- b. Resource Sharing
- c. Personnel Sharing
- d. Term and Termination
- e. Reference to terms of the Agreement
- f. Any other necessary and proper matters



- 3.2 Addendum Execution. The Fire Chiefs of the parties are delegated authority to execute addenda to this Agreement after approval of their respective governing bodies.

#### 4. GOVERNING STRUCTURE AND ADMINISTRATION

- 4.1 The Agencies intend to use the existing governing structure from within each Agency. The Fire Chiefs have the authority to assemble and deploy emergency response resources (command and control) in a shared environment, and the Agencies' Board of Fire Commissioners have the authority to enter into Interlocal Agreements for these same purposes.
- 4.2 Administration Committee. To carry out the purposes of this Agreement, a two-person committee ("Committee") is hereby created to administer this Agreement. The Committee shall consist of the Fire Chiefs of each Agency, or their written designees. The Committee shall meet on a regular basis as determined by the Committee and no less than one (1) time per year to discuss the performance of the obligations of the Agencies pursuant to this Agreement. Either member of the Committee may call meetings as deemed appropriate. The Committee may recommend amendments to the Addenda to this Agreement. Unless otherwise specified in this Agreement, all decisions of the Committee must be unanimous.

#### 5. INSURANCE

- 5.1 Each Agency shall provide and maintain-suitable commercial general liability and auto liability insurance policies to protect it from casualty losses by reason of the activities contemplated by this Agreement. The limits of liability for each coverage shall be at least \$2,000,000 for each occurrence, and \$2,000,000 aggregate. Each Agency shall provide the other Agency with a Certificate of Liability Insurance or Evidence of Coverage, in a form acceptable to each Agency.

#### 6. INDEMNIFICATION

- 6.1 Each Agency shall be responsible for the wrongful or negligent actions of its employees while participating in this Agreement, as their respective liability shall be determined under the laws of the State of Washington and/or Federal Law, and this Agreement is not intended to diminish or expand such liability.
- a. Each Agency hereto ("Indemnifying Party") shall indemnify and hold harmless the other Agency ("Indemnified Party") and its officers, agents and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason or arising out of any negligent action or omission of the Indemnifying Party, its officers, agents, and employees, or any of them, in performing obligations pursuant to this Agreement. In the event that any suit based upon such a claim, action, loss, or damage is brought against an Indemnified Party, the Indemnifying Party shall defend the same at its sole cost and expense, provided that the Indemnified Party retains the right to participate in said suit if any principal of governmental authority is involved, and if final judgment be rendered against the Indemnified Party and its officers, agents, and employees, or any of them, or jointly against the Indemnified Party and Indemnifying Party and their respective officers, agents, and employees, or any of them, the Indemnifying Party shall satisfy the same. This provision shall only apply to the extent of the negligence of the Indemnifying Party. No Agency hereto may assume liability for the negligent acts or omissions of the other Agency.

b. Nothing herein shall be interpreted to:

- i. Waive any defense arising out of RCW Title 51, provided; however, each Agency agrees that its obligations under this provision extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. The foregoing indemnity is specifically and expressly intended to constitute a waiver of each Agency's immunity under Washington's Industrial Insurance Act, RCW Title 51, with respect to the other Agencies only, and only to the extent necessary to provide each Agency with a full and complete indemnity of claims made by the other Agency's employees. The Agencies acknowledge that these provisions were specifically negotiated and agreed upon by them.
- ii. Limit the ability of a participant to exercise any right, defense, or remedy which an Agency may have with respect to third party agencies or the officer(s) whose action or omission give rise to loss, claim or liability, including but not limited to an assertion that the employee was acting beyond the scope of his or her employment.
- iii. Cover or require indemnification or payment of any judgment against any individual or agency for intentionally wrongful conduct outside the scope of employment of any individual or for any judgment for punitive damages against any individual or Agency. Payment of punitive damage awards, fines or sanctions shall be the sole responsibility of the individual against whom said judgment, fine or sanction is rendered and/or his or her employer, should that employer elect to make said payment voluntarily. This agreement does not require indemnification of any punitive damage awards or for any order imposing fines or sanctions.
- iv. Create a partnership, joint venture or agency relationship between the Agencies that would authorize either Agency to bind the other to a particular course of conduct.

## 7. DISPUTE RESOLUTION

### 7.1 The Agencies' Fire Chiefs shall meet and attempt to negotiate a resolution to any dispute arising under this Agreement.

- a. If the Agencies are unable to resolve the dispute through negotiation, any party may demand mediation through a process to be mutually agreed to in good faith between the parties within 30 calendar days. The parties shall share equally the costs of mediation and shall be responsible for their own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.
- b. If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute, then within 30 calendar days any party may submit the matter to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Pierce County Superior Court, Pierce County, Washington, as amended, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a

disinterested arbitrator with both parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. Each party shall be responsible for its own costs in preparing for and participating in the arbitration, including expert witness fees and reasonable attorney's fees.

- c. Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for any party for any dispute regarding this Agreement, and its interpretation, application, or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

## 8. TERM OF AGREEMENT

8.1 In the event either Agency shall desire to renegotiate any of the provisions of this Agreement, such Agency shall give 60 calendar days advance written notice to the other Agency. The written notice shall specify the provision to be negotiated, the requested change and the reasons therefore. Such requests to renegotiate shall not be considered a notice of termination.

- a. This Agreement shall be effective on September 1, 2023 and shall continue for a term of three (3) years unless terminated in accordance with Section 9 herein.

## 9. TERMINATION/WITHDRAWAL

9.1 Either Agency may withdraw from this Agreement effective December 31st of any calendar year by filing with the other Agency a written notice of termination by December 31st of the preceding calendar year.

9.2 If either Agency to this Agreement ceases to exist by reason of merger, dissolution, disincorporation, annexation, or any other such corporate change of form, and if there is a successor corporation or entity surviving the merger, dissolution, disincorporation, annexation, or otherwise to which the rights or duties of either contracting party are assignable, then the terms and provisions of this Agreement are deemed to apply to that successor/assignee, so long as the applicable laws of the State of Washington allow such successor/assignee to assume those duties and responsibilities.

9.3 Disposition of Property in the Event of Termination. In the event this Agreement is terminated, the Agencies shall retain ownership of all of their respective real and personal property.

## 10. MISCELLANEOUS

- a. NOTICES. All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary. Any written notice hereunder shall become effective upon personal service or three (3) business days after the date of mailing by registered or certified mail via the United States Postal Service and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

- b. **BENEFITS.** This Agreement is entered into for the benefit of the Agencies to this agreement only and shall confer no benefits, direct or implied, on any third persons.
- c. **NON-WAIVER.** The failure of either party to insist upon strict performance of this Agreement shall not impact that party's right to insist upon strict performance at a later time.
- d. **SEVERABILITY.** If any provision of this Agreement or its application is held invalid, the remainder of this Agreement shall not be affected.
- e. **AMENDMENTS.** This Agreement represents the entire agreement of the Agencies regarding the subjects addressed herein. Amendments to this Agreement may be proposed by either Agency's Fire Chief. To become binding, Amendments must be approved by both Agency's Board of Fire Commissioners. In the event that changes in federal or state law or changes in the boundaries of any or all Agencies significantly affect the performance of any Agency, the Agencies agree to enter into good faith negotiations so that continuation of this agreement can continue.
- f. **COUNTERPARTS.** This Agreement may be executed in counterparts, i.e. at separate times and separate places, and a copy of this Agreement shall be deemed as valid as an original.
- g. **CONSTRUCTION.** The Agencies agree that they have had full opportunity to have this Agreement reviewed by legal counsel. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. The language in this Agreement shall be interpreted as to its fair meaning and not strictly for or against any party.
- h. **NON-EXCLUSIVE AGREEMENT.** The Agencies shall not be precluded from entering into similar agreements with other municipal corporations.
- i. **INDEPENDENT GOVERNMENTS.** The Agencies recognize and agree that they are independent governments. Except for the specific terms of this Agreement, nothing herein shall be construed to limit the discretion of the governing bodies of each Agency.

IN WITNESS WHEREOF, the Agencies by the signatures of their authorized representatives have executed this Agreement effective upon the date of signatures.

**Central Pierce Fire & Rescue**

By: \_\_\_\_\_  
 Dustin Morrow, Fire Chief  
 DATE: \_\_\_\_\_

**Graham Fire & Rescue**

By: \_\_\_\_\_  
 Oscar Espinosa, Fire Chief  
 DATE: \_\_\_\_\_



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Addendum for Joint Communications, Outreach and Public Education

**Attachments:** Graham Fire Master ILA - Addendum

**Submitted by:** Chief Morrow

### **RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☒ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUGGESTED MOTION:**

*"I move to approve the Addendum for Joint Communications, Outreach and Public Education between the District and Graham Fire & Rescue."*

### **SUMMARY:**

Staff has made no changes to the Joint Communications, Outreach and Public Education Addendum since its first reading and it is now ready for its second reading and approval.

The Joint Communications, Outreach and Public Education Addendum is an Addendum to the Graham Fire Master ILA will be used to continue cooperative efforts between the District and Graham Fire.

### **FINANCIAL IMPACT:**

Shared expenses as defined by the addendum.

JOINT COMMUNICATIONS, OUTREACH AND PUBLIC EDUCATION ADDENDUM TO  
MASTER INTERLOCAL AGREEMENT FOR COOPERATIVE SERVICES INITIATIVE

JOINT COMMUNICATIONS, OUTREACH, AND PUBLIC EDUCATION

This Addendum ("Addendum") to the aforementioned Master Interlocal Agreement ("Master ILA") is entered into on this 9<sup>th</sup> day of August 2023, (the "Effective Date") by and between Graham Fire & Rescue, located at 23014 70<sup>th</sup> Ave E, Graham, WA 98338, hereinafter referred to as "GFR," and Central Pierce Fire & Rescue, located at 1015 39<sup>th</sup> Ave SE STE 120, Puyallup, WA 98374, hereinafter referred to as "CPFR," who shall hereinafter be collectively referred to as the "Agencies" or singularly as an "Agency."

WHEREAS, the Agencies are committed to ensuring effective communication, outreach, and public education to enhance community relations and public safety within their respective jurisdictions;

WHEREAS, the Agencies enter into this Addendum pursuant to the authority conferred upon them by RCW 52.12.021 and RCW 39.34.030; and

WHEREAS, the Agencies recognize the benefits of cooperation and collaboration in delivering high-quality communication, outreach, and public education programs to their communities, and agree that joint use of the respective Agencies' Communications, Outreach, and Public Education Personnel will further that mission.

NOW, THEREFORE, in exchange for the mutual promises contained herein and pursuant to the terms of the Master ILA, the Agencies hereby agree as follows:

1. PURPOSE

1.1 The purpose of this Addendum is to establish a framework for cooperation and coordination between the Agencies for the provision of communications, outreach, and public education services within their jurisdictions.

1.2 The Agencies intend to enhance community relations and public safety by sharing staff, resources, knowledge, and expertise related to communication strategies and public education programs.

2. SCOPE OF COOPERATION

2.1 Communication Services: The Agencies agree to collaborate in developing and implementing effective communication strategies. This may include but is not limited to, social media, crisis communications, and public information dissemination.

2.2 Outreach Initiatives: The Agencies shall work together to plan and execute outreach programs aimed at raising awareness, fostering community involvement, and promoting public safety. Such initiatives may include joint public events, community workshops, open houses, and collaborative campaigns.

2.3 Public Education Programs: The Agencies agree to cooperate in the development, implementation, and promotion of public education programs aimed at increasing awareness, preparedness, and safety within their respective communities. This may include joint public outreach campaigns, educational materials, workshops, and community events.

### 3. RESPONSIBILITIES OF THE AGENCIES

#### 3.1 Graham Fire & Rescue Responsibilities:

3.1.1 GFR shall designate a Communications & Outreach Manager responsible for managing the Joint Communications, Outreach & Public Education Division.

3.1.2 GFR shall designate a Community Relations Coordinator responsible for coordinating community events and outreach activities.

3.1.3 GFR shall designate a Communications & Outreach Assistant responsible for providing administrative support to the Joint Communications, Outreach & Public Education Division.

3.1.4 GFR shall designate a Digital Content Creator for video production, still photography, and media asset management.

3.1.5 GFR shall share relevant information, resources, and best practices related to communication strategies, outreach initiatives, and public education programs.

3.1.6 GFR shall actively participate in joint planning meetings, training sessions, and collaborative initiatives related to communication, outreach, and public education.

#### 3.2 Central Pierce Fire & Rescue Responsibilities:

3.2.1 CPFR shall designate two Public Educators responsible for deploying public education programs and initiatives.

3.2.1 CPFR shall designate a Public Information Officer responsible for providing emergency communications and media management on incidents.

3.2.3 CPFR shall share relevant information, resources, and best practices related to communication strategies, outreach initiatives, and public education programs.

3.2.4 CPFR shall actively participate in joint planning meetings, training sessions, and collaborative initiatives related to communication, outreach, and public education.

### 4. FISCAL ARRANGMENTS

4.1 GFR shall be the entity that manages the finances of the Joint Communications, Outreach, and Public Education Division.

4.2 Budget process. On or about August 15 of each year, the Communications & Outreach Manager shall recommend a proposed estimated annual budget for the Joint Communications, Outreach, and Public Education Division, for approval by the Fire Chiefs of each Agency. The financial responsibilities will be based on a percentage of the Agency's combined operating budgets as identified by the following components:

4.2.1 Communications & Outreach Manager and Administrative Staff Cost. For budget purposes, the cost, by position, of the Communications & Outreach Manager and any

Administrative Staff directly assigned to the Joint Communications, Outreach, and Public Education Division, shall be established annually by the Fire Chiefs of each Agency.

4.2.2 Administrative Overhead Costs. The amount shall cover GFR's administrative costs in managing the Joint Communications, Outreach & Public Education Division.

4.2.3 Supplies and Maintenance Costs. The amount shall cover GFR's costs in purchasing consumable supplies, professional services, and other expenses associated with the delivery of communications, outreach, and public education.

4.2.4 Facilities Costs. The amount shall cover the facilities and related expenses for the Joint Communications, Outreach, and Public Education Division.

4.2.5 Vehicle Costs. The costs of vehicles necessary to support the Joint Communications, Outreach, and Public Education Division activities. Such vehicles may be provided by any Agency at an agreed-upon reimbursement rate.

4.2.6 Annual Agency Cost. The Annual Agency Cost will be determined using an agreed-upon cost allocation methodology.

4.2.7 The Annual Agency Cost may be satisfied by the contribution of personnel (at the FTE value established above), cash, or the use of other services as approved by the Fire Chiefs of each Agency.

4.3 In the event Fire Chiefs from each Agency determine, during the course of the year, that additional expenditures or contributions from one or more participating Agencies are necessary, the Fire Chiefs from each Agency shall make a recommendation/request to the appropriate agency.

4.4 Payments are to be made to GFR by February 1st of each year with a true-up from the prior year factored into the balance due.

## 5. RESOURCE SHARING

5.1 The Agencies may explore opportunities for resource sharing, subject to availability, to support communication, outreach, and public education efforts. This may include sharing equipment, materials, personnel, and other necessary resources mutually agreed upon.

## 6. PERSONNEL

6.1 The Communications & Outreach Manager shall have the authority to determine the working location and conditions for Communications, Outreach, and Public Education Personnel when assigned the Joint Communications, Outreach, and Public Education Division.

6.1.1 The Agency that employs the Communications & Outreach Manager will remain the employer of the Communications & Outreach Manager. Accordingly, that Agency shall be solely responsible for all matters related to the Communications & Outreach Manager's human resource management, performance appraisals, employee relations, work-related practice, performance effectiveness, and responsiveness, conformance with Joint Communications, Outreach, and Public Education Division expectations, and



initiating discipline. The Fire Chiefs from each Agency will also provide feedback concerning the performance of the said Communications & Outreach Manager to the Agency that is the employer of the Communications & Outreach Manager.

6.2 Each Agency shall remain as the employer of its own Communications, Outreach, and Public Education Personnel and shall be responsible for establishing and administering Communications, Outreach, and Public Education Personnel compensation and benefits.

6.3 It is understood by the Agencies that the services provided by Communications, Outreach, and Public Education Personnel pursuant to this Addendum will mutually benefit each Agency in proportion to the benefit received by that Agency, and therefore no compensation shall be exchanged between the Agencies for such services.

6.4 The Fire Chiefs from each Agency shall establish a chain of command for Communications, Outreach, and Public Education Personnel under this Addendum. However, the responsibility for hiring, evaluating, firing, and disciplining Communications, Outreach, and Public Education Personnel shall remain with the employing Agency. An employing Agency may seek input from the Communications & Outreach Manager in hiring, evaluating, firing, or disciplining Communications, Outreach, and Public Education Personnel, but such guidance shall be optional and nonbinding on the Agency seeking guidance.

6.5 Communications, Outreach, and Public Education Personnel filling a shared functional position will be provided an explanation of the role, responsibility, duties, and expectations of the share position prepared by the Communications & Outreach Manager.

6.6 To the extent this Addendum would result in any personnel changes that affect wages, benefits, or working conditions of any represented employees, the Fire Chiefs from each Agency shall assist the governing body of the affected employing Agency and affected bargaining unit to address such impacts prior to the implementation of the change.

## 7. TERM AND TERMINATION

7.1 This Addendum shall commence on the Effective Date and shall remain in effect for a period of 36 months unless terminated earlier as provided herein.

7.2 Either Agency may terminate this Addendum by providing written notice of termination to the other Agency, with a notice period of 12 months prior to the intended termination date.

## 8. PROVISIONS OF THE MASTER INTERLOCAL AGREEMENT

8.1 Any terms not set forth herein shall be supplemented by the Master ILA, to the extent the Agencies are Agencies to the Master ILA. If any provision of this Addendum conflicts with a provision of the Master ILA, the offending provision shall be amended to conform to the terms of the Master ILA.

IN WITNESS WHEREOF, the Agencies have caused this Addendum to be duly executed as of the Effective Date first above written.

**GRAHAM FIRE & RESCUE**

BY: \_\_\_\_\_  
Oscar Espinosa, Fire Chief

DATE: \_\_\_\_\_

**CENTRAL PIERCE FIRE & RESCUE**

BY: \_\_\_\_\_  
Dustin Morrow, Fire Chief

DATE: \_\_\_\_\_



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Board Policy 3.21 Collection Account Processing

**Attachments:** Board Policy 3.21

**Submitted by:** FD Robacker

**RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☒ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

**SUGGESTED MOTION:**

*"To approve the second reading of Board Policy 3.21 Collection Account Processing".*

**SUMMARY:**

Board Policy 3.21 Collection Account Processing was presented to the Board for its first reading. Since the first reading, no additional comments have been received and no edits have been made.

**FINANCIAL IMPACT:** N/A

## COLLECTION ACCOUNT PROCESSING



NUMBER..... 321  
CATEGORY ..... Administration  
EFFECTIVE..... DATE: 10/23/97  
REVISED..... DATE: 09/01/07  
AUTHOR ..... Vicky Carlsen

### REFERENCE

Central Pierce Fire & Rescue

### SCOPE

Administration Personnel

### PURPOSE

To clarify our authorized method of account processing of accounts referred to Fairway Collections.

### POLICY

1. Those Medic One Transports which have been deemed uncollectible by our agency, and have been uncollectible by our agency, and have been processed through our approved collection process, will be forwarded to Fairway Collections.
2. When received by Fairway Collections these accounts will continue to be handled in the manner we have always subscribed to, the Soft Approach, with the exception of outlined in #3 below.
3. Any account where the responsible party is found to be financially sound by the collection agency will be handled as follows:
  - A. Fairway Collections will provide an Assignment Form on each individual account where legal action is recommended. This Assignment Form will be provided to the Chief Financial Officer or designee for signature (which is authorization to proceed) or rejected if there is valid reason.
  - B. There will be no cost to the District for legal pursuit of an account.
  - C. The District may cancel the legal action at any time during the process if they choose to do so.
4. Periodically the District will issue a bid for services to ensure that the District is receiving the best possible service at the most competitive rates.

CENTRAL PIERCE FIRE & RESCUE  
BOARD POLICY  
NUMBER 3.21

ORIGINATED: October 23, 1997

APPROVED: August 14, 2023

EFFECTIVE: August 14, 2023

SUBJECT: COLLECTION ACCOUNT PROCESSING

PURPOSE: To clarify our authorized method of account processing of accounts referred to Fairway Collections.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with, and operate, within the parameters of this Board Policy.

POLICY:

Transports which have been deemed uncollectible by our agency, and have been uncollectible by our agency, and have been processed through our approved collection process, will be forwarded to Fairway Collections.

PROCEDURE:

- I. When received by Fairway Collections these accounts will be handled in the manner we have always subscribed to, the Soft Approach, with the exception of the following outlined below:
  - A. Any account where the responsible party is found to be financially sound by the collection agency will be handled as follows:
    1. Fairway Collections will provide an Assignment Form on each individual account where legal action is recommended.
    2. This Assignment Form will be provided to the Finance Director or designee for signature (which is authorization to proceed) or rejected if there is valid reason.

APPROVED:

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MATT HOLM  
BOARD CHAIR



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Orting Valley Fire & Rescue Draft Contract

**Attachments:** OVFR Contract

**Submitted by:** Chief Morrow

### **RECOMMENDED ACTION BY THE BOARD:**

- ☒ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUMMARY:**

No Motion required.

Over the last year, the District has been working to respond to Orting Valley Fire & Rescue's request to study consolidation with their organization. This work has been completed and it has resulted in a proposed Contract for Service between the District and Orting Valley Fire & Rescue.

Staff is looking for the Board to review the draft contract and develop any questions necessary that the Fire Chief should prepare a response to. Once questions are concerns are addressed, the intention is to request a second reading at the August 28th Board Meeting and if approved, start implementation efforts as early as September 1st.

The Orting Valley Fire & Rescue Board of Fire Commissioners will be reviewing the draft contract on August 8th and again on August 29th.

The draft contract is attached.

**FINANCIAL IMPACT:** N/A

INTERLOCAL AGREEMENT FOR  
FIRE AND EMERGENCY SERVICES  
Central Pierce Fire & Rescue and Orting Valley Fire & Rescue

THIS AGREEMENT is made and entered into by and among Orting Valley Fire & Rescue, a Washington Fire Protection District (hereafter "OVFR"), and Central Pierce Fire & Rescue, a Washington Fire Protection District (hereafter "CPFR"), who shall collectively be referred to hereinafter as the "Parties."

1. This Agreement is entered into by the Parties under the authority of RCW 52.12.031 and in conformity with chapter 39.34 RCW, the Interlocal Cooperation Act.
2. The purpose of this Agreement is to define the terms under which CPFR will provide fire protection, fire suppression, emergency medical services, non-emergency medical services and other services to OVFR.
3. The parties desire to use this contract to both further evaluate CPFR's provision of fire protection and emergency medical services within OVFR and an expected merger of OVFR into CPFR, and;
4. The Parties desire to initiate a contract for service to commence September 1, 2023, whereby CPFR provides statutorily authorized services to OVFR, working toward a full merger of OVFR into CPFR by December 31, 2025;

NOW, THEREFORE, under RCW 39.34, the Interlocal Cooperation Act, it is agreed between the parties:

**A. SCOPE OF SERVICES**

CPFR agrees to provide the following Services to OVFR:

1. To direct and provide fire protection, emergency medical services, and other services otherwise provided by CPFR (e.g. hazardous material response, wildland fire response, and rescue response, including technical rescues involving low/high angle, confined space, trench, water, and surface water) within OVFR in a manner consistent with this Agreement and without regard to jurisdictional boundaries. Pursuant to this Agreement, the territory within OVFR shall be served as an integrated territory within CPFR, not as an independent, autonomous, or segregated territory. Accordingly, if temporary demands for services exceed CPFR's capacity, CPFR may use its mutual aid agreements as necessary to supplement CPFR's personnel, apparatus, and equipment.
2. To provide and direct administrative and executive functions of OVFR throughout the agreement, including but not limited to the following:
  - (a) The Fire Chief or designee shall supervise, administer, and manage the day-to-day operations of OVFR, including, without limitation, the following:
    - (i) Board secretary services.
    - (ii) Implementation of budget; and
    - (iii) Implementation of policies and procedures, as needed.
  - (b) For the purposes of enforcement of federal, state, and appropriate laws relating to the provision of fire and emergency medical services, and for the purposes of complying with federal and state grant programs or any other programs which relate to the provision of the services hereunder, OVFR hereby designates the Fire Chief of CPFR as OVFR's Fire Chief, including designating a Fire Code Official, reviewing plans, performing inspections and fire investigations, assisting in

code enforcement, and educating the public.. CPFR's Fire Marshal will become OVFR's Fire Marshal and Fire Code Official. Notwithstanding the preceding designations, the Fire Chief and Fire Marshal shall remain employees of CPFR.

- (i) CPFR shall provide fire and life safety plan review for new development and construction consistent with applicable statutes, regulations, and the city codes. CPFR shall coordinate plan review services with the appropriate development review team by reviewing plans within set timelines, attending plan review and other meetings, as requested, and responding to applicant questions as requested.
  - (ii) CPFR shall conduct a program of fire inspection of commercial, industrial and multi-family properties.
  - (iii) CPFR shall investigate fires to determine origin and cause. Investigations shall be conducted in coordination with the appropriate police department.
  - (iv) CPFR shall provide a program of public education activities within OVFR's jurisdictional boundaries. The program shall include, but is not limited to, annual fire safety education classes at elementary schools, fire safety education classes for special or targeted groups, participation in community events, and fire safety and first aid training.
- (c) The Fire Chief shall report on administrative and operational matters to the OVFR Board of Commissioners and shall attend meetings when requested.
3. To maintain uninterrupted fire protection, basic and advanced life support emergency medical services at OVFR's Station 40 and Station 43 consistent with CPFR staffing levels (3-person E40, 2-person M40 and M43) 24 hours per day, and as outlined in the attached MOU. Under no circumstances is CPFR liable to OVFR for an interruption or failure of service due to acts of God, unavoidable accident, or other circumstances beyond the control of CPFR.
  4. To maintain mutual aid agreements and automatic aid agreements as may be appropriate for the effective provision of fire protection and emergency services within OVFR.
  5. To provide fire and life safety plan review for new development and construction consistent with applicable codes and ordinances within OVFR.
  6. To investigate fires within the City of Orting and within the OVFR District area when required.
  7. To review and propose fire codes and ordinances for adoption.
  8. To perform fire inspections within the City of Orting.
  9. To enforce applicable codes, ordinances, regulations, and statutes.
  10. To conduct public education programs.
  11. To maintain, for OVFR, accurate records as may be required by the Washington State Fire Marshal or Washington Rating Bureau.
  12. To participate in mutual aid agreements with all fire protection providers which are contiguous with OVFR pursuant to the County-Wide Mutual Aid Agreement and establish and maintain automatic aid agreements in areas in which service might be improved by such agreements.



13. To coordinate activities with other OVFR partners. Such activities shall include, but not be limited to emergency management, fire and life safety plans review, water supply and hydrant maintenance.
14. To participate in community events as appropriate.
15. To ensure compliance with all applicable state and federal mandates.

All services provided pursuant to this Agreement shall be performed in a professional and competent manner pursuant to and within the timelines required of applicable Codes, policies and procedures (including applicable customer service standards), and any state or federal laws applicable to the performance of that work. CPFR shall provide a consistent level of service across the entire service area according to the performance measures stated in NFPA 1710 by the National Fire Protection Association. Personnel shall obtain and maintain certifications needed to perform the duties of these services.

## **B. FINANCIAL CONSIDERATION**

1. In consideration for the services to be provided by CPFR, and the other terms and conditions of this Agreement, OVFR agrees that the base four-month payment (the "Contract Sum") from OVFR to CPFR shall be \$XXX per month from September 1, 2023 - December 31, 2023. The Contract Sum shall be payable within thirty (30) days after the first OVFR Commissioner meeting of the month, which is the second Tuesday of each month as of July, 2023.
2. Commencing January 1, 2024 and with the expectation that the Parties will work toward and achieve merger of OVFR into CPFR by December 31, 2025, the Contract Sum shall constitute 100% of OVFR revenues received in 2024 and 2025. The OVFR Board of Fire Commissioners will take the necessary steps to pass a Resolution, allowing Pierce County to collect OVFR taxes and revenues and automatically pay those sums CPFR.
3. Payments shall be made directly to CPFR's expense fund. For the four (4) month period of September 1, 2023 through December 31, 2023, payments shall be made on the 5<sup>th</sup> working day of every month.

## **C. TERM**

1. The term of this Agreement shall be for a period of 28 months commencing on September 1, 2023, and terminating on the earlier of December 31, 2025, or such date as OVFR merges into CPFR, whichever comes first.
2. Notwithstanding the foregoing, either party may terminate this agreement, without cause, by way of written notice no later than 365 days prior to December 31 of the following calendar year.

## **D. INTERLOCAL COMMUNICATION/GOVERNANCE**

1. An Interlocal Council (ILC) composed of five representatives -two OVFR Board members, two CPFR Board members, and the CPFR Fire Chief -shall meet to receive information of interest to the parties and to make recommendations to the governing bodies on policy relating to fire protection and emergency service within the OVFR. Actions or recommendations of the ILC must be unanimous, and each member of the ILC shall be entitled to one vote when action is taken or recommendations are made.
2. ILC meetings shall be scheduled at least quarterly but may be cancelled if the parties agree that specific meetings are not required. Special meetings can be called by agreement of any two members of the ILC upon not less than ten (10) days' notice. Emergency meetings may be called by agreement of any two members of the ILC.

3. The governing bodies of the parties, i.e., the OVFR Board of Directors and CPFR Board of Directors, shall meet at least every six months to discuss issues which are of interest or concern to either party. Emergency or additional meetings may be called upon agreement of both presiding officers or by a majority request of either governing body.
4. CPFR shall notify OVFR of all new developments, issues, or concerns affecting operations of CPFR within OVFR. OVFR shall notify CPFR of any developments or issues affecting the provision of services under this Agreement.

#### **E. ADMINISTRATION**

1. The Board of Directors of each party will be responsible for oversight of this Agreement on behalf of their District and shall have the authority to act in identifying elements of potential or pending breach or pointing out areas for possible improvement.
2. The CPFR Fire Chief shall have the sole authority to direct the day-to-day delivery of the Services.
3. The principal office for administrative functions shall be CPFR's Fire District Administration and Operations Center located at 1015 39th Avenue SE, STE 120, Puyallup, WA 98374.
4. OVFR agrees that CPFR shall not be required to duplicate those efforts or services regularly provided by other governmental agencies to OVFR, nor shall CPFR be required to provide any services which are, or are hereafter, reserved by law to any other governmental agency.

#### **F. PERSONNEL**

1. The terms, conditions, and limitations by which OVFR employees are transferred to the employ of CPFR, integrated into CPFR's existing workforce, and continue as members of IAFF Local 726, are established and executed pursuant to the terms of the Memorandum of Understandings ("MOUs") executed between Local 726, OVFR and CPFR, dated as set forth on the MOUs, and which are set forth at Exhibit A hereto. IAFF Local 726 has represented the employees of OVFR and CPFR in negotiating the provisions of Exhibit A for represented employees. The parties agree that they will take all actions necessary to effectuate the provision of the MOUs. In the event of unforeseen issues with implementation, the parties agree to work with each other in good faith to resolve all issues.
2. Prior to the contract start date, OVFR will provide CPFR with an accounting of current accrual liabilities of the then-current OVFR staff. This accounting will also identify a one-time dollar amount that will be transferred from OVFR to CPFR covering the OVFR accrual liabilities. This dollar amount is to be paid by October 1, 2023. The reverse process shall occur should the OVFR employees be returned to OVFR within the 28-month contract period.
3. OVFR shall retain responsibility to report sick leave earned through the effective date of the employee transfer, September 1, 2023, and CPFR will report to LEOFF, at retirement of each employee, only such sick leave as has been earned as a legal CPFR employee after September 1, 2023.
4. Consistent with the MOU, upon termination of this Agreement, CPFR shall return, and OVFR shall accept, all OVFR employees who were employees of OVFR as of August 31, 2023 and who are employees of CPFR at the time of termination of this Agreement.

## **G. WORKERS COMPENSATION**

1. OVFR shall remain liable for all workers' compensation claims filed by transferred OVFR employees as a result of injuries prior to September 1, 2023. CPFR shall insure transferred employees of OVFR between September 1, 2023, and December 31, 2025.
2. Nothing in this agreement is intended to circumvent any rights or requirements regarding the transfer of employees which may be mandated by state statute.

## **H. FACILITIES**

1. OVFR shall retain ownership of Station 40, Station 42, and Station 43 (the "Facilities") during the term of this Agreement and shall make the Facilities available for use by CPFR. CPFR shall accept use of the Facilities in "as-is" condition. CPFR acknowledges that the Facilities have been continuously used to provide fire and emergency services and that their current condition is acceptable for CPFR to continue providing fire and emergency services.
2. During the term of this Agreement, CPFR shall be given exclusive occupancy and control of all OVFR Facilities, except with respect to OVFR's use. No use charge shall be assessed to CPFR. The parties agree that the rights and contractual obligations contained within the Agreement constitute adequate consideration for CPFR use and possession of the premises.
3. CPFR shall remain responsible for the Facilities including, but not limited to, routine maintenance and repair, property insurance, utilities (including such lines which may be required for computer networking) and modifications and upgrades which have been agreed to by both parties. CPFR shall be responsible for day-to-day cleaning. CPFR agrees to provide surge protectors, software, additional modems, and other equipment necessary to allow connectivity to CPFR's email, intranet, and other data network system functions.
4. Major Repairs and Maintenance shall be defined as repairs or maintenance items with a per-occurrence cost in excess of \$25,000.00. (For example, if a water pipe breaks and damages the flooring, the \$25,000.00 cost limit applies to all repair and maintenance costs associated with repairing the pipe, the floor and any associated damage.) OVFR shall remain responsible for 100 percent of all Major Repairs and Maintenance. Major repairs and maintenance shall include capital improvements that exceed \$25,000. CPFR shall promptly notify OVFR in the event of any needed major repairs or maintenance. When requested by OVFR, CPFR shall secure up to three estimates for any major repair or maintenance.
5. CPFR shall not make any material alterations, additions, or improvements, including but not limited to painting and wallpapering, in or to the Facilities without the prior written consent of OVFR.
6. No major capital improvements to the Facilities are anticipated during CPFR's use. In the event the Facilities require necessary capital improvements, the parties will meet and confer in good faith in an effort to mutually agree upon a budget and timetable for completion of the improvements.
7. CPFR shall be responsible to OVFR for any loss or damage to the building or premises except to the extent caused by the negligence of OVFR, subject to applicable policies of insurance.
8. Upon early termination of the agreement, CPFR shall vacate and return control of the facilities to OVFR. The facilities shall be in a condition that is equal to, or better than, the condition when CPFR assumed occupancy, less normal wear, and tear.

## **I. VEHICLES, APPARATUS & MAINTENANCE**

1. OVFR shall retain ownership of its apparatus and vehicles during the term of this Agreement. CPFR shall be allowed to use OVFR's fire and emergency vehicles and apparatus, which are identified on Exhibit B incorporated herein, for the purposes of this Agreement.
2. During the term of this Agreement the vehicles and apparatus shall be subject to standard CPFR policies and procedures, and CPFR shall provide routine and preventative maintenance. CPFR shall pay all other operating costs including, fuel, parts, and insurance to the extent of actual value, for the operation of OVFR vehicles and apparatus after September 1, 2023. OVFR vehicle and apparatus repairs in excess of \$25,000 for a single repair, and otherwise not attributable to negligent or intentional wrongful operation by CPFR personnel, shall be the responsibility of OVFR. CPFR shall be responsible for repairs occurring during the term of this Agreement.
3. CPFR shall be responsible to OVFR for any property loss or damage done to OVFR's apparatus, vehicles, and equipment except damage caused by OVFR's negligence, subject to applicable policies of insurance. Except for normal wear and tear, upon termination of this Agreement, CPFR shall return such vehicles and apparatus to OVFR in a condition which is equal to or better than when the CPFR assumed possession.
4. Replacement apparatus required within OVFR during the term of this Agreement shall be provided by CPFR and will remain the property of CPFR in the event this Agreement is terminated early.

## **J. EQUIPMENT AND EQUIPMENT MAINTENANCE**

1. Except for certain OVFR-owned equipment which CPFR elects not to use, OVFR shall make available to CPFR all equipment, whether owned or leased, which are identified on Exhibit C. The equipment shall be identified by a fixed asset listing with inventory control numbers and stated value and location.
2. During the term of this Agreement CPFR shall maintain such equipment and, upon early termination of this Agreement, return such equipment to OVFR in a condition which is equal to or better than when the CPFR took possession, excepting normal wear and tear.
3. Additional equipment purchased by CPFR or OVFR during the term of this Agreement shall be the property of the party purchasing the equipment and shall remain in the possession of the purchasing party upon early termination of this Agreement.

## **K. COMMUNICATIONS**

1. During the term of this Agreement, call taking, and dispatch services will continue to be provided by South Sound 911 under existing agreement with OVFR. The cost for such services, along with the cost for maintenance of OVFR's communications system, will be borne by CPFR after September 1, 2023.

## **L. PUBLIC RECORDS COORDINATION**

1. During the term of this Agreement, CPFR will be the primary record custodian of all CPFR Records and all OVFR Records, with all costs attributable to OVFR records management deemed a part of the Contract Sum. CPFR will administer any and all public records requests pertaining to OVFR. OVFR will support CPFR with public records requests when needed.
2. The parties recognize that some OVFR records will be in the custody of CPFR. The parties agree to the following process to provide a method of responding to records requests received through subpoenas

and the Public Records Act, or records otherwise requested by OVFR or CPFR. In the event the OVFR receives a public records request, subpoena, or other request for OVFR Records, the following process shall be followed:

- (a) CPFR will administer its ordinary public records process. If OVFR receives records requests outside that process, OVFR will advise CPFR in writing that the request has been received.
- (b) CPFR will have five (5) business days to respond to the Receiving Party in the manner provided by law.
- (c) CPFR will provide copies, at its sole cost and expense, in the form requested by OVFR to either OVFR or the requestor, as directed in writing by OVFR. In the event OVFR receives payment for the copies, OVFR shall forward such payment to CPFR.
- (d) CPFR shall be responsible to OVFR for communicating with the record requester on behalf of OVFR in compliance with all legal obligations.

#### **M. OVER CONTRACT ASSIGNMENT**

- 1. During the term of this Agreement, all existing contracts (mutual aid, etc.) that are in place for the benefit of OVFR will be assigned to and assumed by CPFR. CPFR shall pay all amounts owed by OVFR under such agreements as identified in Exhibit D. At such time as these agreements are renegotiated and re-executed, CPFR will represent OVFR's interests and shall be signatory to the agreements on behalf of OVFR.

#### **N. INSURANCE**

- 1. Effective October 1, 2023, CPFR will provide insurance coverage for the OVFR real and personal property, as well as for all equipment and personnel of CPFR, including all apparatus, vehicle, liability, property, volunteer, worker's compensation, board, and other insurance as part of the Agreement for OVFR facilities, employees, and operations. The insurance coverage shall include all risk property insurance, insuring the real property contents at replacement cost and general liability insurance, including errors and omissions coverage. CPFR shall furnish to OVFR appropriate documentation showing that such coverage is in effect. Policy deductibles shall be the responsibility of CPFR. Standard CPFR insurance limits, by type, shall be used; provided, however, property insurance shall cover the full cost of replacement and liability coverage shall not be less than Two Million Dollars (\$2,000,000.00) per occurrence and Five Million Dollars (\$5,000,000.00) in the aggregate, with a deductible of not more than Five Thousand Dollars (\$5,000.00) for each policy.
- 2. The insurance policies shall name OVFR and its officials, officers, employees, and volunteers, who are acting within the scope of this Agreement as additional named insureds for any and all actions taken by each party, its officials, officers, employees, and volunteers in the scope of their duties pursuant to this Agreement. The insurance policy or policies shall include a thirty (30) calendar days' prior notice of cancellation clause to be given to the other party, in writing, in the event of termination or material modification of the insurance coverage. The insurance shall be written on an "occurrence" basis, rather than a "claims-made" basis. In the alternative, each party may satisfy the requirements of this section by becoming or remaining a participant in an authorized self-insurance pool in the State of Washington if that party can demonstrate protection equal to or greater than that specified herein.
- 3. Neither party shall be liable to the other for any loss or damage to their facilities, vehicles, apparatus, equipment, or other property arising from any cause to the extent such damage is covered by insurance.

Each party, on behalf of its insurer, waives any right of subrogation that it might have against the other party.

## **O. INDEMNIFICATION**

1. Each party shall be responsible for the acts of their respective employees under this Agreement.
2. Each party agrees to defend, indemnify, and hold harmless the other, and its officers, employees, and agents, against any and all claims, actions or suits which may arise out of an act of that party, or that party's respective officers, employees, and agents, occurring in the course and scope of their services under this Agreement. Each party agrees that on formal request of the other it will participate in the defense of any claim or action brought against the other party when a question of fact exists as to whether an employee of the party not named caused or contributed to the damage complained of. It is further specifically and expressly understood that the indemnification provided herein constitutes each party's waiver of immunity under industrial insurance, Title 51 RCW, solely to carry out the purposes of this indemnification clause. The parties further acknowledge they have mutually negotiated this waiver.

## **P. WAIVER**

1. The failure of either party to enforce any provision of this Agreement shall not constitute a waiver by it of that or any other provision.

## **Q. TERMINATION**

1. If a party's ability to perform its obligations under this Agreement becomes impractical due to legislative act by an entity not a party to this Agreement, the parties agree to negotiate such changes to the Agreement as may be required to continue operations. If negotiations are unsuccessful, the party that is unable to perform its obligations may terminate its rights and obligations under this Agreement effective six (6) months after the legislation becomes effective.
2. "Material Breach" shall be defined as either: CPFR's failure to provide services at the level specified herein, OVFR's failure to pay the contract payments specified herein, or any other failure of a party to perform a contractual obligation that prohibits the other party from performing its payment or service obligations.
  - (a) **Termination For Material Breach.** Either party may terminate this Agreement in the event of a Material Breach of this Agreement by the other party, pursuant to the following process:
    - i. The non-breaching party shall provide the breaching party with written notice which sets forth the alleged Material Breach(es)
    - ii. The breaching party shall have 45 days following receipt of the notice from the non-breaching party (the "Cure Period") to cure such alleged Material Breach(es)
    - iii. In the event that the breaching party fails to cure such Material Breach(es) during the Cure Period, the non-breaching party may terminate this Agreement by providing the breaching party with written notice of termination of this Agreement. The right to terminate this Agreement set forth in this paragraph shall be in addition to the other rights and remedies available to the parties under applicable law.
3. Except as otherwise provided herein, the costs associated with terminating this Agreement shall be borne equally between the parties, or in the event of a Material Breach, by the breaching party, provided

that in the following circumstances, the cost of termination shall be apportioned as provided below. In the event that this Agreement is terminated due to a change in law or by mutual agreement, each party shall bear its own costs associated with the termination.

4. OVFR and CPFR have an affirmative duty to mitigate their respective costs of termination, irrespective of the party who elects to terminate this Agreement and irrespective of the party who must bear the costs of termination.
5. If this Agreement is terminated for any reason other than the merger of OVFR into CPFR, any assets owned by OVFR on the termination date shall be returned to the possession of OVFR, including the OVFR fire stations, its apparatus, vehicles, and equipment in the same condition received, less ordinary wear and tear.

## **R. INDEPENDENT MUNICIPAL GOVERNMENTS**

1. OVFR and CPFR recognize and agree that they are independent governments. Except for the specific terms herein, nothing herein shall be construed to limit the discretion of the governing bodies of each party. Specifically, and without limiting the foregoing, CPFR shall have the sole discretion and the obligation to determine the exact method by which the services are provided within CPFR and within OVFR unless otherwise stipulated within this Agreement.
2. CPFR shall assign available resources based upon the operational judgment of CPFR as exercised within the limitations and obligations of this Agreement, and not on existing internal political boundaries.
3. Neither OVFR nor CPFR, except as expressly set forth herein or as required by law, shall be liable for any debts or obligations of the other.

## **S. COMPLIANCE WITH ALL LAWS**

1. The parties will comply with all applicable laws in the performance of their obligations under this contract.
2. Entire Agreement Amendments. This instrument contains the entire agreement of the parties on the subjects enumerated herein. Any addition to or modification of the provisions of this Agreement shall not be effective unless it is in writing and acknowledged by the authorized signature of each party.

## **T. NOTICES**

1. All notices required or allowed of one party to the other shall be deemed given when delivered in person, deposited in the United States mail duly certified or registered, return receipt requested with postage prepaid, by overnight delivery service marked for next business day delivery, or by electronic mail with confirmation, to the parties and their attorneys, as listed below.

**FOR CPFR:** Central Pierce Fire & Rescue  
PO Box 940  
Spanaway, WA 98387

**FOR OVFR:** Orting Valley Fire & Rescue  
PO Box 386  
Orting, WA 98360

## U. MISCELLANEOUS

1. A copy of this Agreement shall be filed with the Pierce County Auditor or posted on the website of either Party.
2. This Agreement shall not be construed to provide any benefits to any third parties. Specifically, and without limiting the foregoing, this Agreement shall not create or be construed as creating an exception to the Public Duty Doctrine. OVFR and CPFR shall cooperate in good faith and execute such documents as necessary to effectuate the purposes and intent of this Agreement.
3. 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 Pierce County Superior Court, 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.
4. Any assignment of this Agreement by either party without the prior written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.
5. If any section of this Agreement is adjudicated to be invalid, such action shall not affect the validity of any section not so adjudicated.
6. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. The language in this Agreement shall be interpreted as to its fair meaning and not strictly for or against any party.
7. This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

For Central Pierce Fire & Rescue:

For Orting Valley Fire & Rescue:

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Commissioner

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Commissioner

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Commissioner

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Commissioner



Commissioner

Commissioner

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Commissioner

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Commissioner

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Commissioner

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Commissioner

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

## MEMORANDUM OF UNDERSTANDING

### Central Pierce Fire & Rescue and Orting Valley Fire & Rescue Interlocal Agreement

This Memorandum of Understanding ("MOU") is made between Central Pierce Fire & Rescue ("District") Orting Valley Fire and Rescue ("OVFR") and IAFF Local 726 ("Local 726"), Central Pierce and Orting Firefighters Bargaining Unit ("Union") (hereinafter the "Parties") as of the date signed below.

#### **Background:**

As the District is in the process of establishing an Interlocal Agreement to provide services to OVFR, the Parties have been meeting to discuss how they can assimilate OVFR personnel into the District's personnel and bring all personnel under one collective bargaining agreement and become District employees. The Parties discussed how to best accomplish the goals of each agency, while anticipating the upcoming needs and balancing the timeline we see ahead and came to an agreement.

The Parties have met multiple times and have worked through the details to accomplish these goals and have come to an agreed upon resolution.

WHEREBY the parties agree as follows:

#### **Agreement:**

1. This MOU is specifically and only for the integration of uniformed and represented Firefighters, Lieutenants and Captains of OVFR Local 726 personnel into the District's personnel and does not create a past practice or set any precedent and cannot be used in future negotiations, except as it relates to the circumstances described herein.
  - a. Any Battalion Chiefs from OVFR shall be represented by the District's Chief's Bargaining Unit through a separate MOU.
2. This Agreement is intended to be phased in, as some items will go into effect upon ratification of Contract for Services Agreement between OVFR & CPFR (On, or around, September 1, 2023) and, as specified herein, some items will go into effect when operationally feasible (On, or around, January 1, 2024).
3. Items to take effect upon execution of Contract for Services (On, or around, September 1, 2023):
  - a. All personnel represented by Local 726 in OVFR will become District employees and will operate under the current collective bargaining agreement within the District.

#### **Transitional Items:**

- b. Former OVFR members will continue to be assigned to Sta. 40 & 43 until deemed operationally feasible.
  - i. Former OVFR members shall be responsible for all overtime, mandatory, and other staffing needs for all Orting fire stations. These members shall not be eligible for the staffing needs of Central Pierce fire stations.
  - ii. Former CPFR members shall be responsible for all overtime, mandatory, and other staffing needs for all Central Pierce fire stations. These members shall not be eligible for the staffing needs of Orting fire stations.
- c. OVFR Medical Services Officer Helmers will become a Captain in EMS with the District.
  - i. While the pay, title and benefits will be a Captain, Helmers will not be able to bid into any other Captains position without going through the established District promotional process(es).
- d. The existing OVFR units will become staffed pursuant to District staffing models as outlined below:

- i. E40 – Officer/AO/FF
- ii. M40 – AO/FF-PM
- iii. M43 – Officer-PM/AO
- iv. Station 40 and Station 43 will each have one Captain within the above-mentioned staffing requirements.
- v. Station 40 will be added to the District’s Water Rescue Team. The Former OVFR Local 726 Members that bid Station 40 will be immediately exempted and rostered as part of the 18-person Water Rescue Team expansion.
- vi. The District’s SOG’s regarding Field Operations Staffing and Special Teams will be modified accordingly to represent the expansion of Station 40, Station 43, and the Water Rescue Team.

The District, with Local 726, is exploring options for some units to be constantly staffed at 4-person. While the timing of this transition is not known yet, E40 will be considered for constant 4-person staffing given its proximity to additional District resources.

- e. New pay date
  - i. The District’s Local 726 members are paid on the last business day of the month for that month’s base salary, and for the first 3 weeks of OT that month (the 4<sup>th</sup> week is paid the following month)
- f. Overtime payment
  - i. OVFR Local 726 members currently receive each month’s overtime on the next month’s check. At the time they move to the District, Former OVFR Local 726 members will receive one last check the following month, with their overtime.
- g. Holiday
  - i. All holiday hours through August 30, 2023, and on the books with OVFR, will be cashed out to the OVFR Local 726 member prior to the transition to the District. This holiday hours cash out will be paid on their last OVFR paycheck at their current OVFR rate of pay.
  - ii. Any increase in holiday hours shall be prorated through the end of the calendar year and cashed out in the November paycheck.
- h. Sick Leave Incentive
  - i. No OVFR Local 726 member shall be eligible to receive the sick leave incentive for 2023 as defined the through current OVFR Local 726 CBA.
- i. Comp Time
  - i. All Comp Time hours through August 30, 2023, and on the books with OVFR, will be cashed out to the OVFR Local 726 member prior to the transition to the District. This Comp Time cash out will be paid on their last OVFR paycheck at their current OVFR rate of pay.
- j. Seniority
  - i. Former OVFR Local 726 members shall be dovetailed into the appropriate District’s seniority lists.
  - ii. Any Former OVFR Local 726 members that have the same hire or promotional date as District members shall be resolved by a one-time coin flip.
- k. Promotions
  - i. Effective September 1, 2023, any future promotional vacancies shall come from the combined promotional list, regardless of the home agency.
  - ii. Any vacancies defined prior to September 1, 2023, shall come from the combined promotional list, and specifically from the affected home agency (asterisked).
- l. Health Insurance
  - i. Effective January 1, 2024, the Former OVFR Local 726 members will be enrolled in the Local 726 Health and Welfare Trust. OVFR will also provide a one-time enrollment fee of \$500 to the Local 726 Health and Welfare Trust on behalf of each Former OVFR Local 726 member
  - ii. All LEOFF service months worked at OVFR shall count as years served under the District’s Commissioner Resolution 13-01, Retiree Medical.
- m. Leave Time
  - i. All leave, to include shift trades, previously selected by Former OVFR Local 726 members shall be honored for the duration of 2023.

- ii. Former OVFR Local 726 members shall rebid Kelly days prior to September 1, 2023 following the District's FLSA 25 day cycle.
    - iii. Shift Trades between Former OVFR and CPFR members shall not be permitted.
  - n. Overtime/Mandatory Integration
    - i. The Union shall provide the District with a process, agreed upon by both memberships, for determining Overtime/Mandatory Integration.
    - ii. Both parties agree that Telestaff will be used as the staffing platform.
- 4. Items to take effect when deemed operationally feasible (On, or around, January 1, 2024):
  - a. Station Deployment
    - i. All members are eligible for qualified assignments at any station throughout the District.
  - b. Vacancies
    - i. FF, FF-PM, and AO vacancies shall be filled by seniority of qualified members. Officer vacancies shall be filled by date of promotion seniority of qualified members.
  - c. Overtime/ Mandatory Integration
    - i. All members are eligible for overtime/ mandatory as defined in SOG 4.35, regardless of the bid station.
    - ii. All members are eligible for shift trades as defined in SOG 4.35, regardless of the bid station.
- 5. After September 1, 2023 the OVFR Local 726 CBA shall be frozen with 5% annual base wage escalator for each year frozen, until such time OVFR formally dissolves.
  - a. After September 1, 2023 all OVFR Local 726 Bargaining Unit past practices, formal and informal, shall no longer be recognized.
- 6. Upon termination of the Interlocal Agreement with the District, Local 726 agrees:
  - a. If, within 24 months of this agreement, Former OVFR Local 726 members shall return to OVFR.
  - b. If, after 24 months of this agreement, Former OVFR Local 726 members shall be given the option to return to OVFR or remain at the District.
  - c. The transfer back of Former OVFR employees shall be at the rank and grade they held at the time of their transferred to CPFR, subject to the agreements contained within the MOU.
  - d. All Local 726 Bargaining Unit practices that were no longer recognized after September 1, 2023 shall again be recognized.
- 7. As it relates to OVFR, the Parties agree that this MOU represents the fulfillment and satisfaction of all bargaining obligations concerning the matters expressed herein. Any unforeseen issues regarding wages, hours or working conditions that come up during this agreement that have not already been addressed through this MOU will be brought to the District for negotiation. In no way does this agreement waive the union rights under RCW 41.56 in their abilities to pursue impact bargaining and/or interest arbitration with the District regarding future impacts not specified above.
- 8. This Agreement will expire on based upon the parameters outlined in item #12 or upon the date that OVFR dissolves.

**The District's Local 726 Firefighters bargaining unit collective bargaining agreement will be amended as outlined below:**

#### **ARTICLE 22 – SICK LEAVE**

- 22.1 (MODIFY) LEOFF Plan 2 Employees: Full-time employees assigned to twenty-four (24) hour shift work shall accrue sick leave at the rate of twenty-four (24) hours for each full month of service up to a maximum accumulation of two-thousand one hundred sixty (2160) hours.

- 22.2 (MODIFY) Full time employees assigned to a forty (40) hour week shall accrue paid sick leave at the rate of seventeen (17) hours for each full month of service up to a maximum accumulation of one thousand, six hundred eighty-five (1685) hours
- (ADD) In the event of a line of duty death the beneficiary of the employee shall be paid 100% of any accrued and unused sick leave at the members current regular rate of base pay.

### ARTICLE 36 – REGIONAL/STATE/FEDERAL MOBILIZATIONS

- 36.1 Personnel who have been certified in Wildland Firefighting, and have successfully passed a pack test and obtained a “Red Card” are eligible for deployments.
- 36.2 Any members interested in deploying shall be given the opportunity to obtain the proper training prior to the beginning of the wildland fire season.
- 36.3 The employer shall provide all necessary personal protective equipment for wildland and urban interface firefighting.
- 36.4 Participation in the wildland deployments is voluntary and mandatory overtime shall not be used in order to fill deployment requests.
- 36.5 A deployment bid shall be held no later than May 1<sup>st</sup> of every year for those members interested in deploying for the months of May-September.
- 36.6 Bidding shall be done in order of seniority. Bidding for standby for potential deployments shall be done in week long increments (Monday-Sunday).
- 36.7 There shall be six (6) positions available to bid each week. A primary and back-up position.
- 36.7.1 Officer (Lt./ Capt.) – Primary & Back-up  
Apparatus Operator (AO/AO-PM) – Primary & Back-up  
Firefighter (FF/FF-PM) – Primary & Back-up
- 36.7.2 In the event two crews are requested and staffing levels allow multiple personnel to be deployed in the same week both the primary and the back-up positions may be deployed.
- 36.8 Each participating member may bid two (2) weeks at a time for a total of two (2) rounds. Any uncovered weeks may be filled by seniority on a first come first serve basis.
- 36.9 Personnel participating in the bid process may trade standby weeks by utilizing Telestaff trade request. Such trade requests shall not count towards the twelve (12) maximum amount of Shift Trades per quarter as outlined in SOG 4.35.
- 36.10 In the event none of the standby personnel are available to deploy on their selected week the overtime call out press shall be utilized to fill the positions.
- 36.11 Personnel that have been deployed for more than seventy (70) hours straight shall be given a minimum of twenty-four (24) hours off before returning to their regular work schedule.
- 36.12 Personnel shall be paid a minimum fourteen (14) hours of pay at their appropriate overtime rate on non regularly scheduled days. Personnel shall also be compensated for all travel time.
- 36.12.1 The fourteen (14) hour rule shall also apply to personnel dispatched to an incident that turns into a mobilization. Hour for hour pay shall only apply for all time prior to event deemed mobilization.
- 36.13.1 For Labor and Industry purposes, any injuries/ illnesses contracted during deployment shall be deemed as “on the job” and covered by the District.

- 36.2 Employees who choose to participate in any regional/state/federal mobilization as “Contract Employees” do so at their own risk, and agree to provide their own equipment including protective clothing. The District accepts no liability for such employees. Such employees are solely responsible to ensure that their scheduled duty shifts are filled by equally qualified District personnel, and at no expense to the District.
- 36.3 Employees who choose to voluntarily participate in District sponsored programs (for example Air Ops) may be required to obtain a Commercial Driver’s License (CDL). All employees participating in a District sponsored program that are required to maintain a CDL shall notify the District, and comply with the drug and alcohol policy for use with DOT – regulated employees.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

For Central Pierce Fire & Rescue

For Orting Valley Fire & Rescue

\_\_\_\_\_  
Dustin Morrow, Fire Chief

\_\_\_\_\_  
Zane Gibson, Fire Chief

For IAFF, Local 726

\_\_\_\_\_  
Aaron James, President

Exhibit B  
OVFR Apparatus Schedule

Unit	Type	Fuel Type	Year	Make	Manufacturer	Model	License #	Vin #
<b>M40</b>	Medic Unit	Diesel	2020	Dodge Ram	Bruan Type 1	4500	C3109D	3C7WRLCLXLG143922
<b>M409</b>	Medic Unit	Diesel	2015	Ford	Horton Type 1	F550	97381C	1FDUF5HT7FED10620
<b>M43</b>	Medic Unit	Diesel	2021	Dodge Ram	Braun Type 1	4500	D4034C	3C7WRLCL2LG289666
<b>E40</b>	Engine	Diesel	2020	Pierce		Enforcer	C0320D	4P1BAAGF0LA021586
<b>E43</b>	Engine	Diesel	2007	Pierce		Velocity	89144C	EP1CD01H97A007207
<b>E409</b>	Engine	Diesel	2003	Pierce		Contender	55189D	4P1CT02U83A003626
<b>T40</b>	Tender	Diesel	2021	Freightliner	Pierce	114SD	D1928C	1FVHG3DV9MHMP9827
<b>T42</b>	Tender	Diesel	1999	Freightliner		FL112	49123C	1FVXTMDB6YHB22200
<b>BR40</b>	Brush Truck	Diesel	2008	Ford	Type 6 with CAFS	F550	A1778C	1FDAX57R18EB48220
<b>BR409</b>	Brush Truck	Diesel	2006	Ford	Truck with Slip in	F350	75302C	1FTWW31P26EA33518
<b>BC40</b>	SUV	Gas	2021	Ford		Explorer	C5080C	1FM5K8AC0MNA09857
<b>MSO40</b>	SUV	Gas	2021	Ford		Explorer	C5079C	1FM5K8AC9MNA09856
<b>C40</b>	SUV	Gas	2018	Ford		Explorer	C1049C	1FM5K8AT1JGB81640
<b>U40</b>	SUV	Gas	2008	Ford		Expedition	85176C	1FMFU16558LA50051
<b>New Engine</b>	Engine	Diesel	2024	Pierce		Enforcer	TBD	Delivery Late 2024
<b>New Brush</b>	Brush Truck	Diesel	2022	Dodge	Cascade	5500	TBD	Delivery July 2023

EXHIBIT C

EQUIPMENT LIST



## EXHIBIT D

### CONTRACT LIST



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Graham Fire Master ILA Addendum-CARES

**Attachments:** CARES Addendum

**Submitted by:** Chief Morrow

### **RECOMMENDED ACTION BY THE BOARD:**

- ☒ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUGGESTED MOTION:**

*No Motion required- First Reading*

### **SUMMARY:**

The District and Graham Fire have been collaborating on CARES services between the two Districts. Staff is asking to replace the existing CARES ILA between the two Districts with the attached CARES Addendum to the Graham Fire Master ILA.

The CARES Addendum is ready for its first reading and is attached.

**FINANCIAL IMPACT:** N/A

ADDENDUM \_\_\_\_ TO \_\_\_\_\_ MASTER INTERLOCAL AGREEMENT FOR \_\_\_\_\_

CARES PROGRAM SERVICES

This Addendum ("Addendum") to the aforementioned Master Interlocal Agreement ("Master ILA") is entered into on this \_\_\_\_ day of \_\_\_\_, 2023, (the "Effective Date") by and between Graham Fire & Rescue, located at 23014 70<sup>th</sup> Ave E, Graham, WA 98338, hereinafter referred to as "Graham Fire & Rescue," and Central Pierce Fire & Rescue, located at 1015 39th Avenue SE, STE 120, Puyallup, WA 98374 hereinafter referred to as "Central Pierce Fire & Rescue," who shall hereinafter be collectively referred to as the "Agencies" or singularly as an "Agency."

WHEREAS, the Agencies are committed to providing Community Assistance Referral and Education Services (CARES) under RCW 35.21.930 to their respective jurisdictions;

WHEREAS, the Agencies enter into this Addendum pursuant to the authority conferred upon them by RCW 52.12.021 and RCW 39.34.030; and

WHEREAS, the Agencies recognize the benefits of cooperation and collaboration in delivering high-quality CARES program services to their communities and agree that joint use of the Central Pierce Fire & Rescue CARES Staff will further that mission.

NOW, THEREFORE, in exchange for the mutual promises contained herein and pursuant to the terms of the Master ILA, the Agencies hereby agree as follows:

1. PURPOSE

1.1 The purpose of this Addendum is to establish a framework for cooperation and coordination between the Agencies for the provision of CARES program services within their jurisdictions.

1.2 The Agencies intend to enhance the timeliness, effectiveness, and reach of the CARES program services by sharing staff, resources, knowledge, and expertise related to the wide range of the program's services.

2. SCOPE OF COOPERATION

2.1 Community Outreach: The Agencies agree to collaborate in developing and implementing effective community outreach to improve health within the communities being served.

2.2 Advanced Injury and Illness Prevention: The Agencies agree to collaborate in developing and implementing effective injury and illness prevention measures, up to and beyond what may be available through their respective emergency response programs.

2.3 Low-Acuity Assistance: The Agencies agree to collaborate in their understanding of community members who use the 911 system for low-acuity assistance and develop methods to direct these individuals to the appropriate resource or service.

2.4 Readmission Reduction: The Agencies agree to collaborate on their approach to partnering with local hospitals on programs that reduce hospital readmission.

By enumerating the above Scope of Cooperation, neither agency assumes a duty of care to a specific person or person(s).

### 3. RESPONSIBILITIES OF THE AGENCIES

3.1 In performing under this Addendum, Graham Fire & Rescue shall:

3.1.1 Make available the Communications & Outreach Manager to the CARES Program Manager for the purpose of developing and coordinating community outreach as it pertains to the CARES program service objectives.

3.1.2 Train and instruct its emergency responders on the correct way to make referrals to the CARES program.

3.1.3 Provide, when necessary, on duty crew members, units, or chief officers, to assist the CARES Program Manager or the CARES Nurse at scenes that may require additional resources or are deemed possibly dangerous in nature by the CARES Program Manager, CARES Nurse or law enforcement.

3.1.4 Provide its own case-management software.

3.2 In performing under this Addendum, Central Pierce Fire & Rescue shall:

3.2.1 Designate its CARES Program Manager to manage and provide CARES services across both Districts.

3.2.1 Designate its CARES Nurse to provide CARES services across both Districts.

3.2.3 Provide all field supplies required to provide CARES services across both Districts.

3.2.4 Provide the necessary PPE, equipment, and vehicles to provide CARES services across both Districts.

3.2.5 Annually measure any reduction of repeated use of the 911 emergency system and any reduction in avoidable emergency room trips attributable to implementation of the program. Results of the above findings are reportable to Graham Fire and Rescue and other government agencies upon request. Findings should include estimated amounts of medicaid dollars that would have been spent on emergency room visits had the CARES program not been in existence.

### 4. FISCAL ARRANGEMENTS

4.1 Central Pierce Fire & Rescue shall be the entity that manages the finances of the CARES Program.

4.2 Budget process. On or about August 15 of each year, the Central Pierce Fire & Rescue EMS Chief shall recommend a proposed estimated annual budget for the following year's CARES Program, for approval by the Fire Chiefs of each agency. As consideration for receiving CARES services from Central Pierce Fire and Rescue, Graham Fire and Rescue shall remit an amount

hereinafter referred to as an “Annual Agency Cost.” The Annual Agency Cost will be based on a percentage of the populations served by both agencies allocable to Graham Fire and Rescue. Hereinafter, Graham Fire and Rescue’s “Allocable Percentage” shall be based upon the population served by Graham Fire and Rescue as measured by local demographics, divided by the combination of the populations served by both agencies. The Allocable Percentage shall be established no later than November of the year preceding payment of the Annual Agency Cost.

4.2.1 FTE Costs. For budget purposes, the cost, by position, of the CARES Program, shall be established annually by the Central Pierce Fire & Rescue Fire Chief.

4.2.2 Administrative Overhead Costs. This amount constitutes Central Pierce Fire & Rescue’s administrative costs in managing the CARES Program. This includes administrative salary, benefits, and expenses required to effectively staff and operate the CARES Program.

4.2.3 Supplies and Miscellaneous Costs. This amount constitutes Central Pierce Fire & Rescue’s costs in purchasing consumable supplies, professional services, and other expenses associated with the delivery of the CARES program.

4.2.4 Facilities Costs. This amount constitutes the facilities and related expenses for the CARES program.

4.2.5 The Annual Agency Cost equals the combined sum of the costs enumerated at Sections 4.2.1-4.2.4 above multiplied by Graham Fire and Rescue’s Allocable Percentage.

4.2.7 The Annual Agency Cost may be satisfied by the contribution of personnel (at the FTE value established above), cash, or the use of other services as approved by the Fire Chiefs of each agency.

4.3 In the event Fire Chiefs from each agency determine, during the course of the year, that additional expenditures or contributions from one or more participating Agencies are necessary, the Fire Chiefs from each agency shall make a recommendation/request to the appropriate agency.

4.4 Payments are to be made to Central Pierce Fire & Rescue by February 1st of each year with a true-up from the prior year factored into the balance due.

4.5 Central Pierce Fire and Rescue, in administering the CARES Program, may explore the propriety of Treat and Refer services and the compensation for such services under WAC 182-531-1740.

## 5. RESOURCE SHARING

5.1 The Agencies may explore opportunities for resource sharing, subject to availability, to support the CARES program. This may include sharing equipment, materials, personnel, and other necessary resources mutually agreed upon.

## 6. PERSONNEL

6.1 Initially, all CARES program personnel will be provided by Central Pierce Fire & Rescue.

6.2 To the extent this Addendum would result in any personnel changes that affect wages, benefits, or working conditions of any represented employees, the Fire Chiefs from each agency shall assist the governing body of the affected employing Agency and affected bargaining unit to address such impacts prior to the implementation of the change.

## 7. TERM AND TERMINATION

7.1 This Addendum shall commence on the Effective Date and shall remain in effect for a period of 36 months unless terminated earlier as provided herein.

7.2 Either Agency may terminate this Addendum by providing written notice of termination to the other Agency, with a notice period of 12 months prior to the intended termination date.

## 8. Provisions of the Master Interlocal Agreement

8.1 Any terms not set forth herein shall be supplemented by the Master ILA, to the extent the Agencies are Agencies to the Master ILA. If any provision of this Addendum conflicts with a provision of the Master ILA, the offending provision shall be amended to conform to the terms of the Master ILA.

9. Advice of Attorney. The Agencies agree that this Addendum should be reviewed by their attorney. If two or more agencies signatory hereto are represented by Eric T. Quinn, P.S., the agencies consent to the dual representation by such firm, if any firm signatory is affixed hereto under "approved as to form."

IN WITNESS WHEREOF, the Agencies have caused this Addendum to be duly executed as of the Effective Date first above written.

**GRAHAM FIRE & RESCUE**

**CENTRAL PIERCE FIRE & RESCUE**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Graham Fire Master ILA Addendum-Battalion 91

**Attachments:** Battalion 91 Addendum

**Submitted by:** Chief Morrow

### **RECOMMENDED ACTION BY THE BOARD:**

- ☒ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUGGESTED MOTION:**

*No Motion required- First Reading*

### **SUMMARY:**

The District and Graham Fire have been collaborating on command and control capacity between the two Districts. This collaboration has resulted in an additional Addendum-Battalion 91- between the two Districts.

The Battalion 91 Addendum is ready for its first reading and is attached.

**FINANCIAL IMPACT:** N/A

## COMMAND AND CONTROL- BATTALION 91

This Addendum ("Addendum") to the aforementioned Master Interlocal Agreement ("Master ILA") is entered into on this \_\_\_\_ day of \_\_\_\_\_ 2023, (the "Effective Date") by and between Graham Fire & Rescue, located at 23014 70<sup>th</sup> Ave E, Graham, WA 98338, hereinafter referred to as "GFR" and Central Pierce Fire & Rescue, located at 1015 39th Ave SE, STE 120, Puyallup, WA 98374, hereinafter referred to as "CPFR," who shall hereinafter be collectively referred to as the "Agencies" or singularly as an "Agency."

WHEREAS, the Agencies are committed to ensuring safe and effective emergency operations that require adequate command and control across the Agencies combined service area;

WHEREAS, the Agencies enter into this Addendum pursuant to the authority conferred upon them by RCW 52.12.021 and RCW 39.34.030; and

WHEREAS, the Agencies recognize that the Agencies have Chief Officers (Battalion Chiefs, etc.) that are performing similar command and control tasks, on a daily basis, and that allowing this combined staff to collaborate on command and control could increase the level of safety and efficiency, in its collective emergency operations.

WHEREAS, the Agencies have concluded that collaboration based on equal participation would provide the highest level of command and control with the least duplication and cost and allow for the safe and effective command and control across both districts.

NOW, THEREFORE, in exchange for the mutual promises contained herein and pursuant to the terms of the Master ILA, the Agencies hereby agree as follows:

### 1. PURPOSE

1.1 The purpose and scope of this Addendum is to add one additional Battalion within the combined service area of the Agencies, known as Battalion 91.

### 2. SCOPE OF COOPERATION

2.1 The Agencies plan to share in the command-and-control function for both agencies from four Battalions. These Battalions would be known as Battalion 61, Battalion 72, Battalion 91, and Battalion 94.

### 3. RESPONSIBILITIES OF THE AGENCIES

#### 3.1 Graham Fire & Rescue Responsibilities:

3.1.1 GFR shall host Battalion 91 at Station 91.

3.1.2 GFR shall provide a "Battalion" vehicle to be used by Battalion 91.

3.1.3 GFR shall provide staffing for one of the three shifts for Battalion 91.



3.1.4 GFR shall make available Battalion 91 and Battalion 94 in the shared command and control response area of GFR and CPFR.

3.2 Central Pierce Fire & Rescue Responsibilities:

3.2.1 CPFR shall provide staffing for two of the three shifts for Battalion 91.

3.2.1 CPFR shall make available Battalion 61, Battalion 72, and Battalion 91 in the shared command and control response area of CPFR and GFR.

4. FISCAL ARRANGEMENTS

4.1 The Agencies are intending to keep the shared Battalion (BC91) and the shared command and control services (BC61, BC72, BC91, and BC94) cost neutral for the period of 12 months following implementation.

4.2 After the first 12 months, an audit of the shared costs will be conducted and adjustment to the fiscal arrangement may be made. This adjustment will be directed by the Agencies' Fire Chiefs.

5. RESOURCE SHARING

5.1 Outside of the shared resources already identified, the Agencies may explore opportunities for additional resource sharing, subject to availability, to support the effective command and control function for both Agencies. This may include sharing equipment, materials, personnel, and other necessary resources mutually agreed upon.

6. PERSONNEL

6.1 GFR will provide a single qualified Battalion Chief to fill a single shift of Battalion 91.

6.2 CPFR will provide two qualified Battalion Chiefs to fill two shifts of Battalion 91.

6.3 Each Agency shall remain as the employer of its own personnel and shall be responsible for establishing and administering its personnel's compensation and benefits.

6.4 The Fire Chiefs from each agency shall establish a chain of command for its shared personnel under this Addendum. However, the responsibility for hiring, evaluating, firing, and disciplining its personnel shall remain with the employing Agency. An employing Agency may seek input from the cooperating Agency on employment related matters as necessary.

6.5 To the extent this Addendum would result in any personnel changes that affect wages, benefits, or working conditions of any represented employees, the Fire Chiefs from each Agency shall assist the governing body of the affected employing Agency and affected bargaining unit to address such impacts prior to the implementation of the change.

7. TERM AND TERMINATION

7.1 This Addendum shall commence on the Effective Date and shall remain in effect for a period of 36 months unless terminated earlier as provided herein.

7.2 Either Agency may terminate this Addendum by providing written notice of termination to the other Agency, with a notice period of 12 months prior to the intended termination date.

#### 8. PROVISIONS OF THE MASTER INTERLOCAL AGREEMENT

8.1 Any terms not set forth herein shall be supplemented by the Master ILA, to the extent the Agencies are Agencies to the Master ILA. If any provision of this Addendum conflicts with a provision of the Master ILA, the offending provision shall be amended to conform to the terms of the Master ILA.

IN WITNESS WHEREOF, the Agencies have caused this Addendum to be duly executed as of the Effective Date first above written.

#### **GRAHAM FIRE & RESCUE**

BY: \_\_\_\_\_

Oscar Espinosa, Fire Chief

DATE: \_\_\_\_\_

#### **CENTRAL PIERCE FIRE & RESCUE**

BY: \_\_\_\_\_

Dustin Morrow, Fire Chief

DATE: \_\_\_\_\_



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Board Policy 3.53 Purchasing – Public Works Procurement

**Attachments:** Board Policy 3.53

**Submitted by:** FD Robacker

### **RECOMMENDED ACTION BY THE BOARD:**

- ☒ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUMMARY:**

Board Policy 3.53 Purchasing – Public Works Procurement has been reviewed and modified by Staff. The Policy has been moved to the new format and updated.

Board Policy 3.53 is presented for first reading and comment.

**FINANCIAL IMPACT:** N/A



## CENTRAL PIERCE FIRE & RESCUE

OLD VERSION

### POLICY AND PROCEDURE 353

**SUBJECT:** Purchasing – Public Works Procurement

**EFFECTIVE DATE:** February 22, 2021

**OWNER:** Assistant Chief of Logistics

**REAUTHORIZATION YEAR:** 2024

#### **QUICK LINKS:**

- 1.0 [DEFINITIONS](#)
- 2.0 [POLICIES](#)
  - 2.1 [PURCHASING AUTHORITY](#)
- 3.0 [PROCEDURES](#)
  - 3.1 [PURCHASE OF MATERIALS, EQUIPMENT AND SUPPLIES](#)
    - 3.1.1 [Purchases Under \\$40,000](#)
    - 3.1.2 [Purchases \\$40,000 to \\$75,000](#)
    - 3.1.3 [Purchases over \\$75,000](#)
    - 3.1.4 [Cooperative “Piggyback” Purchasing](#)
  - 3.2 [PUBLIC WORKS](#)
    - 3.2.1 [Projects under \\$30,000](#)
    - 3.2.2 [Projects \\$30,000 to \\$350,000](#)
    - 3.2.3 [Projects over \\$350,000](#)
    - 3.2.4 [Bid Bonds, Performance Bonds and Retained Percentage Requirements](#)
    - 3.2.5 [Prevailing Wage Requirements](#)
    - 3.2.6 [Name Brand Specification and Procurement](#)
  - 3.3 [SERVICES – ARCHITECT AND ENGINEER](#)
  - 3.4 [SERVICES – TELECOMMUNICATIONS AND DATA PROCESSING](#)
  - 3.5 [SERVICES – OTHER](#)
- 4.0 [REFERENCE](#)

#### **FORMS AND ATTACHMENTS:**

- Attachment 353.A Cooperative Purchase Contract Form
- Attachment 353.B Bid Exemption Resolution Format
- Attachment 353.C Bid Law Matrix – Snure
- Attachment 353.D Affidavit of Wages Paid (attached as reference, but must be completed online <https://www.lni.wa.gov/> )
- Attachment 353.E Small Works Roster Request for Public Works Project Quotes

*(To be used primarily for contracts between \$50,000 and \$350,000. Under this contract, bond may be waived if cost is under \$150,000. Option of waiving retained percentage or imposing a 10% or 5% retained percentage. Legal counsel does not recommend waiving retained percentage.)*

Attachment 353.F Limited Small Works Roster Request for Public Works Project Quotes \$30-\$50K

*(To be used for contracts between \$30,000 and \$50,000 **when no subcontractors are involved and a single payment is made. If Subcontractors are going to be included use the Full Small Works Roster Contract Package/Contract Form.** Under this contract, bond may be waived. Option of waiving retained percentage or imposing a 10% or 5% retained percentage. Legal counsel does not recommend waiving retained percentage. This Contract Form allows for use of L&I's Combined Affidavit and Intent for Prevailing Wage Compliance which can be used on single payment projects under \$50,000 provided no subcontractors are involved.)*

Attachment 353.G Public Works Contract (Under \$30K, No Subcontracts, Single Payment, Bond Waived

*(To be used for contracts under \$30,000 when no subcontractors are involved and a single payment is made. If Subcontractors are involved use Contract form from Full Small Works Roster Contract Package. This Contract form is the same as the contract in the Limited Small Works Roster Package but includes the Prevailing Wage Affidavit and the Training Affidavits as Exhibits. This Contract Form allows for use of L&I's Combined Affidavit and Intent for Prevailing Wage Compliance which can be used on single payment projects under \$50,000 provided no subcontractors are involved. Legal counsel recommends using the Small Public Works Contract for even the smallest contracts, i.e. under \$2,500 and this would include on-call types of projects.)*

## **INTENT:**

It is the purpose of this policy and procedure to provide guidelines for the purchase of goods and services by the District in order to maintain an accountable procurement process. It is also the purpose of this policy to allow for the flexible application of these guidelines for more efficient and cost effective purchases where their strict application would not be in the District's best interest. All bid threshold limits are based on Washington State law effective July 28, 2019. Bid threshold limits shall automatically change to reflect future adjustments in the statutory thresholds.

## **1.0 DEFINITIONS**

- 1.1 **Bid Exemptions.** RCW 39.04.280 establishes specific exemptions from the statutory bidding requirements in the following limited situations: 1) Purchases that are clearly and legitimately limited to a single source of supply; 2) Purchases involving special facilities or market conditions; and, 3) Purchases and Public Works in the event of an emergency.
- 1.2 **Budget.** The formally adopted budget of the District.
- 1.3 **Commercially Reasonable Means.** Any method of purchasing property that ensures the District and its taxpayers are getting the best deal possible.

Examples could include negotiated, purchases, bidding procedures, obtaining multiple quotes, etc.

- 1.4 **Cooperative Purchase.** A Cooperative Purchase allows the District to comply with the statutory bid requirements by purchasing off of a bid that another municipal corporation has awarded or a purchase through a Designated Purchasing Cooperative. Use of a Cooperative Purchase requires Cooperative Purchasing Agreement with the municipal corporation that is going to bid or has gone to bid.
- 1.5 **Cooperative Purchasing Agreement.** An interlocal agreement substantially in the form of the Agreement attached as **Attachment 353.A** to this policy.
- 1.6 **Designated Purchasing Cooperatives.** The following interlocal cooperative purchasing arrangements are authorized for use by the District in accordance with the requirements of the sponsoring agencies.
  - 1.6.1 **KCDA.** The King County Directors' Association "KCDA" is a purchasing cooperative established by Washington's public school districts.
  - 1.6.2 **State Purchasing Cooperative.** The State Purchasing Cooperative is established by the State of Washington, Department of General Administration.
  - 1.6.3 **Department of Information Services.** The Department of Information Services is authorized under chapters 43.105 and 39.34 to provide information services to state and local governments.
  - 1.6.4 **Other Purchasing Cooperatives.** Other purchasing cooperatives as authorized by the Fire Chief that may be used when use of such cooperatives are in the best interest of the District. Examples include Houston Galveston Area Council "HGAC" and National Purchasing Partners Government Division "NPPgov."
- 1.7 **Emergency.** Unforeseen circumstances beyond the control of the District that either: (a) present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. (RCW 39.04.280(3)).
- 1.8 **Responsible Bidder.** In determining whether the bidder is a responsible bidder, the agency must consider the following elements:
  - 1.8.1 Equipment, Materials and Supplies Purchases
    - 1.8.1.1 The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
    - 1.8.1.2 The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
    - 1.8.1.3 Whether the bidder can perform the contract within the time specified;
    - 1.8.1.4 The quality of performance of previous contracts or services;
    - 1.8.1.5 The previous and existing compliance by the bidder with laws relating to the contract or services; and
    - 1.8.1.6 Such other information as may be secured having a bearing on the decision to award the contract.
  - 1.8.2 Public Works Projects.
    - 1.8.2.1 Contractor must have valid certificate of registration.

- 1.8.2.2 Contractor must have valid State UBI number.
- 1.8.2.3 Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
- 1.8.2.4 Contractor cannot have been disqualified from bidding on any previous public works contract.
- 1.8.2.5 Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
- 1.8.2.6 Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.
- 1.9 **Lowest Responsive Bidder and Lowest Responsible Bidder.** A bidder that has submitted a bid that is responsive to the District's specifications, is determined to be a Responsible Bidder and for:
  - 1.9.1 Equipment, Materials and Supplies Purchases:
    - 1.9.1.1 The bidder with the lowest price, or if the District has provided for best value criteria consideration then price may be considered along with the following best value criteria:
      - 1.9.1.1.1 Whether the bid satisfies the needs of the District as specified in the solicitation documents;
      - 1.9.1.1.2 Whether the bid encourages diverse contractor participation;
      - 1.9.1.1.3 Whether the bid provides competitive pricing, economies, and efficiencies;
      - 1.9.1.1.4 Whether the bid considers human health and environmental impacts;
      - 1.9.1.1.5 Whether the bid appropriately weighs cost and noncost considerations;
      - 1.9.1.1.6 Life-cycle cost: and
      - 1.9.1.1.7 Other relevant criteria established by the District as part of the product specifications.
  - 1.9.2 Public Works Projects.
    - 1.9.2.1 The bidder with the lowest price, or if the District has established "supplemental criteria" in accordance with the procedure set forth at Section 3.2.2.1.2.10 then price will need to be considered as part of the supplemental criteria.
- 1.10 **Name Brand Procurement:** Process to procure specific manufacturer's product or service available by more than one vendor.
- 1.11 **Public Work.** Means all work, construction, alteration, repair, or improvement other than ordinary maintenance, executed at the cost of the District, or which is by law a lien or charge on any property within the District (RCW 39.04.010).
- 1.12 **Small Works Roster.** A process authorized by RCW 39.04.155 that allows the District to publish and maintain a roster of contractors available to perform public

works contracts. The District can establish and maintain its own roster or joint a cooperative roster such as MRSC Rosters.

- 1.13 **Sole Source Procurement:** Non-competitive selection process to procure a product or service from a sole vendor. If an item (even a specific name brand) is available from more than one vendor, it is not appropriate to declare the purchase sole source.
- 1.14 **Vendor List.** A process authorized by RCW 39.04.190 that allows the District to publish and maintain a roster of vendors available to sell equipment and supplies to the District. The District can establish and maintain its own roster or join a cooperative roster such as MRSC Rosters.

## **2.0 POLICIES**

### **2.1 PURCHASING AUTHORITY.**

- 2.1.1 **Board of Commissioners:** The Board of Commissioners shall approve an annual budget that authorizes specific and general expenditures within certain budgetary limits. The Board shall also review and approve all vouchers on at least a monthly basis.
- 2.1.2 **Fire Chief:**
  - 2.1.2.1 The Fire Chief, or designee shall have authority to make expenditures within the general budgetary limits adopted by the Board reflective of planned scope and intent.
- 2.1.3 The Division Head, or designee, shall have the authority to approve all budgeted purchases.
- 2.1.4 **Staff Purchases:** The routine re-ordering of materials, supplies and equipment, as defined and limited by the Fire Chief or designee, may be made by staff members without requiring any additional advance approval.
- 2.1.5 **Purchases Made Using a Bid Exemption.** Purchases made using a Bid Exemption shall require formal action of the Board of Commissioners in the form of a Resolution approving use of the Bid Exemption.
- 2.1.6 **Non-Budgeted Purchases.** Purchases of goods or services outside of budgetary limits shall require approval by the Board of Commissioners.
- 2.1.7 **Emergency Purchases.** In the event of an emergency the Fire Chief, or in the Fire Chief's absence the Fire Chief's designee, may approve a purchase outside of the budget if it is not feasible to obtain advance approval of the Board of Commissioners, but not in excess of \$ 250,000. In such situations, the Board shall ratify the purchase at the earliest reasonable opportunity following the purchase.

## **3.0 PROCEDURES**

### **3.1 Purchase of Materials, Equipment and Supplies.**

- 3.1.1 **Purchases Under \$40,000.** No statutory process requirements. Staff shall use Commercially Reasonable Means to make such purchases consistent with the following procedures:
  - 3.1.1.1 Identify the need for the purchase and determine whether the purchase is included in the Budget.



- 3.1.1.2 Negotiate terms of purchase and obtain proper documentation to make purchase, i.e. purchase order or contract. Obtain legal counsel review if necessary.
- 3.1.1.3 Obtain appropriate authorization under Section 2.1.
- 3.1.2 Purchases from \$40,000 to 75,000. Purchases must be made from the District's Vendor List, Designated Purchasing Cooperatives, or through a Cooperative Purchase or Bid Exemption, if applicable. If purchase cannot be made through the District's Vendor List, Designated Purchasing Cooperative, Cooperative Purchase or Bid Exemption, the purchase must be made through competitive bidding procedures as if purchase price exceeded \$75,000.
  - 3.1.2.1 If purchase is made under a Cooperative Purchase approach the following procedures shall be used:
    - 3.1.2.1.1 Identify the need for the purchase and determine whether the purchase is included in the Budget.
    - 3.1.2.1.2 If the Cooperative Purchase is not through a Designated Purchasing Cooperative verify that the purchaser complied with statutory public bidding laws and obtain necessary approval from Fire Chief or designee to make a cooperative purchase.
    - 3.1.2.1.3 Document that the product being purchased is the same as the product that the vendor bid. As a general rule there can be approximately a 10% variation in the specifications or price from product that was actually bid for the product to be considered the same product. Cosmetic variations such as paint color vehicle markings etc. are permitted variations.
    - 3.1.2.1.4 Complete all necessary applications and agreements to join the Designated Purchasing Cooperative or enter into a Cooperative Purchasing Agreement if purchasing off of another municipal corporations bid.
    - 3.1.2.1.5 Collect all documents that demonstrate the Designated Purchasing Cooperative or other municipal corporation went through a proper public bidding process for the product to be purchased. This documentation must be collected and maintained by the District until the time period in which the product was purchased has been subject to Audit by the State Auditor.
    - 3.1.2.1.6 Obtain appropriate authorization under Section 2.1.
    - 3.1.2.1.7 Execute necessary purchase documents with vendor. Obtain legal counsel review if necessary.
  - 3.1.2.2 If using a Vendor List, the following procedures shall be used.
    - 3.1.2.2.1 Identify the need for the purchase and determine whether the purchase is included in the Budget.

- 3.1.2.2.2 Contact not less than three vendors on the applicable list and obtain written or telephone quotations for the purchase of the items.
- 3.1.2.2.3 A record of quotations received must be maintained for a period of three years and shall be open to public inspection and shall be available for telephone inquiries.
- 3.1.2.2.4 Identify the Responsible Bidders and select the Lowest Responsive Bidder based on the quotes received.
- 3.1.2.2.5 Obtain appropriate authorization under Section 2.1.
- 3.1.2.2.6 Execute necessary purchase documents. Obtain legal counsel review if necessary.
- 3.1.2.3 If the Purchase is made using a Sole Source Bid Exemption the following procedures shall be used:
  - 3.1.2.3.1 The easiest way to determine whether a vendor is a sole source provider is to ask the following question. If we go out for public bidding for the product we want, is there any possibility we will receive more than one bid. If the answer is yes, this is not a sole source purchase and the District will need to proceed with a competitive bidding process.
  - 3.1.2.3.2 Obtain documentation that the vendor is the sole source. Generally the product manufacturer will provide a letter documenting that a vendor is the sole source to purchase the product.
  - 3.1.2.3.3 Obtain appropriate authorization under Section 2.1.
  - 3.1.2.3.4 Draft Resolution substantially in the form of **Attachment 353 B** that includes the following information.
    - 3.1.2.3.4.1 Identify why the District needs to the particular product.
    - 3.1.2.3.4.2 Identify the basis for determining that the vendor is the sole source.
    - 3.1.2.3.4.3 Authorize the waiving of the competitive bid process and authorize the purchase.
- 3.1.2.4 If the Purchase is made using a Special Facilities/Market Conditions Bid Exemption the following procedures shall be used: This exemption is similar to the sole source exemption and is often used in conjunction with the sole source exemption. The exemption can be used for unique circumstances that would preclude the District from obtaining multiple bids for a product. For example, the purchase of a used vehicle or a demo vehicle that is only available for a limited time period can fit within this exemption.

- 3.1.2.4.2 Obtain or create documentation that establishes what the special facility or market condition is that requires the use of a bid exemption.
- 3.1.2.4.3 Obtain appropriate authorization under Section 2.1.
- 3.1.2.4.4 Draft Resolution substantially in the form of **Attachment 353 B** that includes the following information.
  - 3.1.2.4.4.1 Identify why the District needs the particular product.
  - 3.1.2.4.4.2 Identify the basis for determining that a special facility/market condition exists.
  - 3.1.2.4.4.3 Authorize the waiving of the competitive bid process and authorize the purchase.
- 3.1.2.5 If the purchase is made using an Emergency Bid Exemption the following procedures shall be used:
  - 3.1.2.5.1 Emergency purchases are allowed only when there is a true Emergency meeting the definition set forth in this policy.
  - 3.1.2.5.2 Negotiate terms of purchase using Commercially Reasonable Means.
  - 3.1.2.5.3 Call Emergency board meeting if possible. If not possible, proceed with purchase to meet Emergency and call Board Meeting as soon thereafter as possible.
  - 3.1.2.5.4 Obtain appropriate authorization under Section 2.1.
  - 3.1.2.5.5 Draft Resolution substantially in the form of **Attachment 353 B** that includes the following information.
    - 3.1.2.5.5.1 Identify the basis for the Emergency that addresses the elements set forth in the definition of Emergency.
    - 3.1.2.5.5.2 Authorize the waiving of the competitive bid process and authorize the purchase.
- 3.1.3 Purchases over \$75,000. Formal sealed bidding procedure must be used unless purchase can be made through a Cooperative Purchase or Bid Exemption.
  - 3.1.3.1 If purchase is made through a Cooperative Purchase follow the process outlined at Section 3.1.2.1.
  - 3.1.3.2 If purchase is made through a Bid Exemption following the process outlined at Section 3.1.2.3, 4 or 5.
  - 3.1.3.3 If purchase is made through formal sealed bidding the following procedures shall be used:
    - 3.1.3.3.1 Identify the need for the purchase and determine whether the purchase is included in the Budget.
    - 3.1.3.3.2 Obtain appropriate authorization under Section 2.1.

- 3.1.3.3.3 Prepare Product specifications. Product specifications may be drafted broadly or narrowly depending on the needs of the District. The bid laws require an open competitive process for the product but the bid laws do not require the District to go out to bid with general specifications that could result in bids for a product that does not meet the District's needs.
- 3.1.3.3.4 Prepare Instructions to Bidders specific to the product being purchased. The Instructions to Bidders are your opportunity not only to define the product you want to purchase but the terms and conditions that you want to make the purchase under. Legal counsel should generally have an opportunity to provide input into this document. The Instructions to Bidders should, at a minimum include the following elements:
  - 3.1.3.3.4.1 Identification of product and product specifications.
  - 3.1.3.3.4.2 Identification of where bids should be submitted, bid opening time, bid award time frame.
  - 3.1.3.3.4.3 Reservation of District's right to waive irregularities or to reject all bids.
  - 3.1.3.3.4.4 Financing terms (if any).
  - 3.1.3.3.4.5 Delivery date for product.
  - 3.1.3.3.4.6 Liquidated damages.
  - 3.1.3.3.4.7 Warranty requirements.
  - 3.1.3.3.4.8 Contract form (If you include a contract form, then the bidders are generally agreeing to your contract form when submitting a bid. As most vendor's contract forms are vendor friendly rather than customer friendly, including your own contract form is generally a good idea).
- 3.1.3.3.5 Publish bid advertisement in newspaper of general circulation within the District at least 13 days in advance of the bid opening.
- 3.1.3.3.6 Open bids and compile spreadsheet of bids that ranks bids in order of responsiveness and price.
- 3.1.3.3.7 Identify Responsible Bidders and award bid to Lowest Responsive/Responsible Bidder.
- 3.1.3.3.8 Execute contract.
- 3.1.4 Cooperative "Piggyback" Purchasing.
  - 3.1.4.1 Enter into Cooperative Purchasing Agreement with agency or purchasing cooperative that went out for bid "Lead Agency" substantially in the form attached as Exhibit A.
  - 3.1.4.2 Obtain appropriate authorization under Section 2.1.
  - 3.1.4.3 Obtain, verify and retain the following documentation:
    - 3.1.4.3.1 Lead Agency properly advertised bid;

- 3.1.4.3.2 Lead Agency used bid process that met Lead Agency's legal requirements;
- 3.1.4.3.3 Vendor agreed to open bid to other purchasers;
- 3.1.4.3.4 Bid is current and still open for purchases;
- 3.1.4.3.5 You are purchasing item bid (minor changes permitted); and
- 3.1.4.3.6 Legal counsel opinion to confirm above is recommended.
- 3.1.4.4 Enter Contract with Vendor.

## 3.2 Public Works

3.2.1 Public Works Projects Under \$30,000. No statutory bidding procedures required. Staff shall use Commercially Reasonable Means to contract for such Public Works using the following procedures:

- 3.2.1.1 Identify the need for the project and determine whether the project is included in the Budget.
- 3.2.1.2 Negotiate terms of work and contract terms for work. Obtain legal counsel review as necessary. Contracts for public works, regardless of cost, trigger specific statutory requirements that must be addressed by contract:
  - 3.2.1.2.1 Prevailing Wages.
  - 3.2.1.2.2 Retained Percentages.
  - 3.2.1.2.3 Performance Bonds.
  - 3.2.1.2.4 Registered and licensed contractor requirements.
- 3.2.1.3 Obtain appropriate authorization under Section 2.1.

3.2.2 Public Works Projects from \$30,000 to \$350,000. The District may establish and use a Small Works Roster, a formal sealed bidding process or in an Emergency may use the Emergency Bid Exemption.

- 3.2.2.1 If using a Small Works Roster, the following procedures shall be used:
  - 3.2.2.1.1 Identify the need for the project and determine whether the project is included in the Budget.
  - 3.2.2.1.2 Develop specifications for project that will allow contractors to provide comparable bids and that establish basic requirements such as Prevailing Wage requirement, contractor registration requirements, contract requirements and warranty requirements. Specifications under the small works roster, in contrast to a sealed bid process, may be more general to allow contractors some flexibility in providing design suggestions and cost savings approaches. The more general the specification, however, the more difficult it may become to identify the Lowest Responsive Bidder and the more critical it becomes to identify the criteria that will be used to select the Lowest Responsive Bidder. In addition,

the specifications should include the following elements:

- 3.2.2.1.2.1 Reservation of District's right to waive irregularities or to reject all bids.
- 3.2.2.1.2.2 Identification of where bids should be submitted and bid award time frame.
- 3.2.2.1.2.3 Payment terms (if any).
- 3.2.2.1.2.4 Time frame for project and completion dates.
- 3.2.2.1.2.5 Liquidated damages.
- 3.2.2.1.2.6 Warranty requirements.
- 3.2.2.1.2.7 Contract Forms (including a properly drafted contract form will incorporate the various statutory public works requirements such as bonding, retained percentages, underground utilities etc.).
- 3.2.2.1.2.8 Prevailing Wage Rates (The prevailing wage rates may be incorporated by reference to the Labor and Industries web page for prevailing wages provided that the District be able to print a copy for any bidder that requests a copy).
- 3.2.2.1.2.9 The following mandatory bidder requirements.
  - Contractor must have valid certificate of registration.
  - Contractor must have valid State UBI number.
  - Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
  - Contractor cannot have been disqualified from bidding on any previous public works contract.
  - Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
  - Contractor must (a) complete statutory training on public works

and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.

- 3.2.2.1.2.10 The District may also include “supplemental criteria” that can be used to identify the Lowest Responsible Bidder. Such criteria must at a minimum include the following;
- The basis for evaluating the specified criteria.
  - An appeal process that allows a bidder to challenge the process and the timeframe in which appeals will be allowed.
  - A process for allowing bidders to request a modification of the supplemental criteria.

3.2.2.1.3 For projects under \$50,000, contact not less than three contractors on the small works roster and obtain written quotations based on the project specifications.

3.2.2.1.4 For projects over \$50,000, contact at least five contractors on the small works roster and obtain written quotations based on the project specifications. If the estimated project cost exceeds \$250,000 you must also give notice to all eligible contractors that you did not request quotes from.

3.2.2.1.5 A record of quotations received must be maintained for a period of three years and shall be open to public inspection and shall be available for telephone inquiries.

3.2.2.1.6 Identify the Responsible bidders and select the Lowest Responsive/Responsible Bidder based on the quotes received.

3.2.2.1.7 Obtain appropriate authorization under Section 2.1.

3.2.2.1.8 Execute necessary purchase documents. Obtain legal counsel review if necessary.

3.2.2.2 If using a formal sealed bidding process follow the procedures outlined Section 3.2.3.

3.2.2.3 If using an Emergency exemption follow the procedures outlined under Section 3.1.2.5.

3.2.3 Public Works Projects over \$350,000. Formal sealed bidding shall be used except in case of an Emergency.

- 3.2.3.1 If using an Emergency exemption follow the procedures outlined under Section 3.1.2.5.
- 3.2.3.2 If purchase is made through formal sealed bidding the following procedures shall be used:
  - 3.2.3.2.1 Identify the need for the purchase and determine whether the purchase is included in the Budget.
  - 3.2.3.2.2 Obtain appropriate authorization under Section 2.1.
  - 3.2.3.2.3 Prepare project specifications.
  - 3.2.3.2.4 Prepare Instructions to Bidders specific to the Project. The Instructions to Bidders are your opportunity to define the terms and conditions for the Project. Legal counsel should generally have an opportunity to provide input into this document. The Instructions to Bidders should, at a minimum include the following elements:
    - 3.2.3.2.4.1 Identification of project specifications.
    - 3.2.3.2.4.2 Identification of where bids should be submitted, bid opening time, bid award time frame.
    - 3.2.3.2.4.3 Reservation of District's right to waive irregularities or to reject all bids.
    - 3.2.3.2.4.4 Payment terms (if any).
    - 3.2.3.2.4.5 Time frame for project and completion dates.
    - 3.2.3.2.4.6 Liquidated damages.
    - 3.2.3.2.4.7 Warranty requirements.
    - 3.2.3.2.4.8 Contract Forms (including a properly drafted contract form will incorporate into the Instructions to Bidders the various statutory public works requirements such as bonding, retained percentages, underground utilities etc.).
    - 3.2.3.2.4.9 Prevailing Wage Rates (The prevailing wage rates may be incorporated by reference to the Labor and Industries web page for prevailing wages provided that the District be able to print a copy for any bidder that requests a copy).
    - 3.2.3.2.4.10 The following mandatory bidder requirements:
      - Contractor must have valid certificate of registration.
      - Contractor must have valid State UBI number.



- Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
- Contractor cannot have been disqualified from bidding on any previous public works contract.
- Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
- Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.

3.2.3.2.5 The Instructions to Bidders may also include "supplemental criteria" that can be used to identify the Lowest Responsible Bidder. Such criteria must at a minimum include the following:

3.2.3.2.5.1 The basis for evaluating the specified criteria.

3.2.3.2.5.2 An appeal process that allows a bidder to challenge the process and the timeframe in which appeals will be allowed.

3.2.3.2.5.3 A process for allowing bidders to request a modification of the supplemental criteria

3.2.3.3 Publish bid advertisement in newspaper of general circulation within the District at least 13 days in advance of the bid opening.

3.2.3.4 Open bids and compile spreadsheet of bids that ranks bids in order of responsiveness and price.

3.2.3.5 Identify Responsible Bidders and award bid to Lowest Responsive/Responsible Bidder.

3.2.3.6 Execute contract.

### 3.2.4 Bid Bonds, Performance Bonds and Retained Percentage Requirements.

3.2.4.1 Bid Bonds. Bid bonds are not required but may be used at the discretion of the fire chief.

- 3.2.4.2 Performance Bonds. Performance bonds are required in all public works contracts except in the following situations:
  - 3.2.4.2.1 Contracts under \$50,000. Performance bond may be waived in discretion of Chief.
  - 3.2.4.2.2 Contracts under \$150,000. District may waive performance bond requirement if Contractor agrees to a 10% retained percentage to be held for a minimum of 30 days following final completion.
- 3.2.4.3 Retained Percentage. Retained Percentage of 5% shall be required on all public works contracts except in the following situations:
  - 3.2.4.3.1 Contracts under \$150,000. Retained percentage may be waived in the discretion of the Chief, provided, however, if the District requires a retained percentage in lieu of a performance bond under Section 3.2.4.2.2, such retainage shall be held and retained as required by Chapter 60.28 RCW.
- 3.2.5 Prevailing Wage Requirements:
  - 3.2.5.1 Prevailing wages are required on all public works projects regardless of dollar value unless a sole proprietor performs the work without using any employees.
  - 3.2.5.2 For projects under \$2,500 with a single payment and no subcontractors, you can use a Statement of Intent to pay prevailing wages and Affidavit of Wages Paid (Attachment 353.D) that does not require a filing fee.
  - 3.2.5.3 For projects between \$2,500 and \$50,000 with a single payment and no subcontractors, you can use a Statement of Intent to pay prevailing wages and Affidavit of Wages Paid (Attachment 353.D) that has a filing fee. (see Attachment 353.C).
  - 3.2.5.4 For all other public works projects, the contractor must complete, post and file a statement of intent and then must file their Affidavit of Wages Paid with L&I.
  - 3.2.5.5 Obtain appropriate authorization under Section 2.1.
- 3.2.6 Name Brand Specification and Procurement
  - 3.2.6.1 Brand Name Specification occurs when a specific brand of equipment is necessary to meet an operational need. In these situations, thoroughly document:
    - 3.2.6.1.1 Draft specifications of intended purchase.
    - 3.2.6.1.2 Identify specific brand/product intending to purchase. Note that specifying a name brand during the procurement process is not the same as declaring sole source.
    - 3.2.6.1.3 Why only this specific manufacturer's equipment is necessary to meet operational needs.

- 3.2.6.1.4 Why another manufacturer's equipment could not substitute.
- 3.2.6.1.5 Maintain documentation and periodically evaluate to ensure that the specific brand is still required.
- 3.2.6.1.6 Based on estimate on cost of purchase, follow applicable procurement processes.
- 3.2.6.1.7 For audit purposes, documentation shall be maintained for each step in the process, including the name brand specification, sole source evaluation and the bid law process followed.
- 3.2.6.2 If all or a portion of federal funds are used to make the purchase, specifications and allowance must be made for "an equal product" to be offered.
  - 3.2.6.2.1 Describe the performance or other relevant requirements of the product for procurement to ensure free and open competition is not limited.
  - 3.2.6.2.2 In the event the brand desired is only available from one manufacturer or vendor, a sole source procurement of the purchase would not be allowable under federal guideline as it would not allow for "an equal product" to be offered.
- 3.2.6.3 Obtain appropriate authorization under Section 2.1.

### 3.3 **Services – Architect and Engineer.**

- 3.3.1 The District shall use the Request For Qualifications "RFQ" process established under chapter 39.80 RCW prior to retaining the services of architects and engineers or an Emergency exception.
  - 3.3.1.1 If using an emergency exemption follow the procedures outlined under Section 3.1.2.5.
  - 3.3.1.2 If using the RFQ process, the following procedures shall be used:
    - 3.3.1.2.1 Identify the need for the purchase and determine whether the purchase is included in the Budget.
    - 3.3.1.2.2 Obtain appropriate authorization under Section 2.1.
    - 3.3.1.2.3 Preparation of a "RFQ" that includes the following elements:
      - 3.3.1.2.3.1 Identification of whether services are being requested for general services or a specific project.
      - 3.3.1.2.3.2 Selection Criteria. The selection criteria are discretionary with the District. However, price cannot be included as part of the criteria.
      - 3.3.1.2.3.3 Name and address of District representative responsible for managing the RFQ process.

- 3.3.1.2.3.4 Identification of where RFQ's should be submitted, RFQ award time frame.
- 3.3.1.2.3.5 Reservation of District's right to waive irregularities or to reject all RFQs.
- 3.3.1.2.3.6 Publish RFQ advertisement in local newspaper of general circulation within the District at least 13 days in advance of the bid opening.
- 3.3.1.2.3.7 Evaluate and rank architects and engineers using the selection criteria.
- 3.3.1.2.3.8 Notify top ranked architect and engineer and negotiate pricing and contract terms.
- 3.3.1.2.3.9 If the District cannot come to agreement on pricing or contract terms, the District can move to the next ranked architect or engineer.
- 3.3.1.2.3.10 Enter into contract.

#### 3.4 **Services – Telecommunications and Data Processing.**

- 3.4.1 Obtain appropriate authorization under Section 2.1.
- 3.4.2 If the purchase cannot be made through a Designated Purchasing Cooperative, Cooperative Purchase or Bid Exemption the District shall use the competitive negotiation procedures established under RCW 39.04.270 when purchasing telecommunication and data processing services.
  - 3.4.2.1 If purchase is made through a Cooperative Purchase follow the process outlined at Section 3.1.2.1.
  - 3.4.2.2 If purchase is made through a Bid Exemption following the process outlined at Section 3.1.2.4.
  - 3.4.2.3 If the purchase is made using the competitive negotiation process the following procedure shall be used:
    - 3.4.2.3.1 Preparation of a Request For Proposals "RFP" that includes the following elements.
    - 3.4.2.3.2 General specifications for District's telecommunication/data processing needs.
    - 3.4.2.3.3 Selection Criteria. The selection criteria are discretionary with the District. Price can be included in the criteria but selection does not have to be based on low bidder.
    - 3.4.2.3.4 Name and address of District representative responsible for managing the RFP process.
    - 3.4.2.3.5 Identification of where RFP's should be submitted, RFP award time frame.
    - 3.4.2.3.6 Reservation of District's right to waive irregularities or to reject all RFP's.
    - 3.4.2.3.7 Publish RFP advertisement in newspaper of general circulation within the District at least 13 days in advance of the RFP submittal date.
    - 3.4.2.3.8 Evaluate and rank proposals using the selection criteria.

3.4.2.3.9 Notify top ranked vendor and negotiate contract terms.

3.4.2.3.10 If the District cannot come to agreement on pricing or contract terms, the District can move to the next proposal.

3.4.2.3.11 Enter into contract.

**3.5 Services – Other**

3.5.1 No statutory procedures required. District staff shall use Commercially Reasonable Means to identify and contract with service providers.

**3.6 Documentation**

3.6.1 The District is responsible for the proper retention of records documenting bids and proposals according to the Washington State Local Government Records Retention Schedules. Documentation, including but not limited to the following, shall be forwarded to the Executive Assistant for retention:

- Request for proposal or bid (RFP), request for qualifications (RFQ), specifications, etc.
- Notices (filed with county clerk, newspaper, etc.)
- Bid proposals, bid log, evaluation documents, statements of qualification, applications, etc.

**4.0 REFERENCE**

4.1 CPFR Policy 327 – Purchasing

4.2 RCW 39 Public Contracts and Indebtedness

4.3 RCW 60.28 Retained Percentage

CENTRAL PIERCE FIRE & RESCUE  
BOARD POLICY  
NUMBER 3.53

Note: Internal Cross References need to be updated. I have highlighted them in Yellow.

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ORIGINATED: February 22, 2021

APPROVED:

EFFECTIVE:

SUBJECT: Purchasing – Public Works Procurement

PURPOSE: It is the purpose of this policy and procedure to provide guidelines for the purchase of goods and services by the District in order to maintain an accountable procurement process. It is also the purpose of this policy to allow for the flexible application of these guidelines for more efficient and cost-effective purchases where their strict application would not be in the District's best interest. All bid threshold limits are based on Washington State law effective July 28, 2019. Bid threshold limits shall automatically change to reflect future adjustments in the statutory thresholds.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with and operate within the parameters of this Board Policy

POLICY:

I. Purchasing Authority

A. Board of Commissioners

1. Fire The Board of Commissioners shall approve an annual budget that authorizes specific and general expenditures within certain budgetary limits. The Board shall also review and approve all vouchers on at least a monthly basis.

B. Fire Chief

1. The Fire Chief, or designee shall have authority to make expenditures within the general budgetary limits adopted by the Board reflective of planned scope and intent.
2. The Division Head, or designee, shall have the authority to approve all budgeted purchases.

C. Staff Purchases

1. The routine re-ordering of materials, supplies and equipment, as defined and limited by the Fire Chief or designee, may be made by staff members without requiring any additional advance approval.

D. Purchases Made Using a Bid Exemption

1. Purchases made using a Bid Exemption shall require formal action of the Board of Commissioners in the form of a Resolution approving use of the Bid Exemption.

E. Non-Budgeted Purchases

1. Purchases of goods or services outside of budgetary limits shall require approval by the Board of Commissioners.

F. Emergency Purchases

1. In the event of an emergency the Fire Chief, or in the Fire Chief's absence the Fire Chief's designee, may approve a purchase outside of the budget if it is not feasible to obtain advance approval of the Board of Commissioners, but not in excess of \$ 250,000. In such situations, the Board shall ratify the purchase at the earliest reasonable opportunity following the purchase.

DEFINITIONS:

- I. *Bid Exemptions*: RCW 39.04.280 establishes specific exemptions from the statutory bidding requirements in the following limited situations: 1) Purchases that are clearly and legitimately limited to a single source of supply; 2) Purchases involving special facilities or market conditions; and, 3) Purchases and Public Works in the event of an emergency.

- II. *Budget*: The formally adopted budget of the District.

- III. *Commercially Reasonable Means*: Any method of purchasing property that ensures the District and its taxpayers are getting the best deal possible. Examples could include negotiations, purchases, bidding procedures, obtaining multiple quotes, etc.

- IV. *Consultant Roster*. The District is a member of MRSC Rosters and uses the MRSC Rosters Consultant Roster to select Architects, Engineers and Land Surveyors and may use the Consultant Roster for other professional services.

- V. *Cooperative Purchase*: A Cooperative Purchase allows the District to comply with the statutory bid requirements by purchasing off of a bid that another municipal corporation has awarded or a purchase through a Designated Purchasing Cooperative.

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Use of a Cooperative Purchase requires Cooperative Purchasing Agreement with the municipal corporation that is going to bid or has gone to bid.

~~VI.~~ VI. *Cooperative Purchasing Agreement:* An interlocal agreement substantially in the form of the Agreement attached as **Attachment 353.A** to this policy.

~~VI.~~ VII. *Designated Purchasing Cooperatives:* The following interlocal cooperative purchasing arrangements are authorized for use by the District in accordance with the requirements of the sponsoring agencies.

- A. **KCDA.** The King County Directors' Association "KCDA" is a purchasing cooperative established by Washington's public school districts.
- B. **State Purchasing Cooperative.** The State Purchasing Cooperative is established by the State of Washington, Department of General Administration.
- C. **Department of Information Services.** The Department of Information Services is authorized under chapters 43.105 and 39.34 to provide information services to state and local governments.
- D. **Other Purchasing Cooperatives.** Other purchasing cooperatives as authorized by the Fire Chief that may be used when use of such cooperatives are in the best interest of the District. Examples include Houston Galveston Area Council "HGAC" and National Purchasing Partners Government Division "NPPgov."

~~VIII.~~ VIII. *Emergency:* Unforeseen circumstances beyond the control of the District that either: (a) present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. (RCW 39.04.280(3)).

~~VIII.~~ IX. *Responsible Bidder:* In determining whether the bidder is a responsible bidder, the agency must consider the following elements:

- A. Equipment, Materials and Supplies Purchases
- B. The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- D. Whether the bidder can perform the contract within the time specified;
- E. The quality of performance of previous contracts or services;
- F. The previous and existing compliance by the bidder with laws relating to the contract or services; and
- G. Such other information as may be secured having a bearing on the decision to award the contract.
- H. Public Works Projects.
- I. Contractor must have valid certificate of registration.
- J. Contractor must have valid State UBI number.



- K. Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
- L. Contractor cannot have been disqualified from bidding on any previous public works contract.
- M. Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
- N. Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.

~~IX.X.~~ Lowest Responsive Bidder and Lowest Responsible Bidder: A bidder that has submitted a bid that is responsive to the District's specifications, is determined to be a Responsible Bidder and for:

- A. Equipment, Materials and Supplies Purchases:
- B. The bidder with the lowest price, or if the District has provided for best value criteria consideration then price may be considered along with the following best value criteria:
- C. Whether the bid satisfies the needs of the District as specified in the solicitation documents;
- D. Whether the bid encourages diverse contractor participation;
- E. Whether the bid provides competitive pricing, economies, and efficiencies;
- F. Whether the bid considers human health and environmental impacts;
- G. Whether the bid appropriately weighs cost and non-cost considerations;
- H. Life-cycle cost: and
- I. Other relevant criteria established by the District as part of the product specifications.
- J. Public Works Projects : The bidder with the lowest price, or if the District has established "supplemental criteria" in accordance with the procedure set forth at Section 3.2.2.1.2.10 then price will need to be considered as part of the supplemental criteria.

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~~XI.~~ Name Brand Procurement: Process to procure specific manufacturer's product or service available by more than one vendor.

~~XI.XII.~~ Public Work: Means all work, construction, alteration, repair, or improvement other than ordinary maintenance, executed at the cost of the District, or which is by law a lien or charge on any property within the District (RCW 39.04.010).

~~XI.XIII.~~ Small Works Roster: A process authorized by RCW 39.04.155 that allows the District to publish and maintain a roster of contractors available to perform public works contracts. The District ~~can establish and maintain its own roster or join a cooperative roster such as is a member of~~ MRSCRosters and uses the MRSCRosters Small Works Roster.

~~XIII-XIV.~~ *Sole Source Procurement: Non-competitive selection process to procure a product or service from a sole vendor. If an item (even a specific name brand) is available from more than one vendor, it is not appropriate to declare the purchase sole source.*

~~XIV-XV.~~ *Vendor List: A process authorized by RCW 39.04.190 that allows the District to publish and maintain a roster of vendors available to sell equipment and supplies to the District. The District is a member of MRSC Rosters and uses the MRSC Rosters Vendor List. ~~can establish and maintain its own roster or join a cooperative roster such as MRSC Rosters.~~*

PROCEDURE:

I. Purchase of Materials, Equipment, and Supplies

A. Purchases Under \$40,000: No statutory process requirements. Staff shall use Commercially Reasonable Means to make such purchases consistent with the following procedures:

1. Identify the need for the purchase and determine whether the purchase is included in the Budget.
2. Negotiate terms of purchase and obtain proper documentation to make purchase, i.e. purchase order or contract. Obtain legal counsel review if necessary.
3. Obtain appropriate authorization under Section 2.1.

B. Purchases from \$40,000 to 75,000: Purchases must be made from the District's Vendor List, Designated Purchasing Cooperatives, or through a Cooperative Purchase or Bid Exemption, if applicable. If purchase cannot be made through the District's Vendor List, Designated Purchasing Cooperative, Cooperative Purchase or Bid Exemption, the purchase must be made through competitive bidding procedures as if purchase price exceeded \$75,000.

1. If purchase is made under a Cooperative Purchase approach the following procedures shall be used:
2. Identify the need for the purchase and determine whether the purchase is included in the Budget.
3. If the Cooperative Purchase is not through a Designated Purchasing Cooperative verify that the purchaser complied with *its own* statutory public bidding laws and obtain necessary approval from Fire Chief or designee to make a cooperative purchase.
4. Document that the product being purchased is the same as the product that the vendor bid. As a general rule there can be approximately a 10% variation in the specifications or price from product that was actually bid for the product to be considered the same product. Cosmetic variations such as paint color vehicle markings etc. are permitted variations.

5. Complete all necessary applications and agreements to join the Designated Purchasing Cooperative or enter into a Cooperative Purchasing Agreement if purchasing off of another municipal corporations bid.
6. Collect all documents that demonstrate the Designated Purchasing Cooperative or other municipal corporation went through a proper public bidding process for the product to be purchased. This documentation must be collected and maintained by the District until the time period in which the product was purchased has been subject to Audit by the State Auditor.
7. Obtain appropriate authorization under **Section 2.1.**
8. Execute necessary purchase documents with vendor. Obtain legal counsel review if necessary.
9. If using a Vendor List, the following procedures shall be used.
10. Identify the need for the purchase and determine whether the purchase is included in the Budget.
11. Contact not less than three vendors on the applicable list and obtain written or telephone quotations for the purchase of the items.
12. A record of quotations received must be maintained for a period of three years and shall be open to public inspection and shall be available for telephone inquiries.
13. Identify the Responsible Bidders and select the Lowest Responsive Bidder based on the quotes received.
14. Obtain appropriate authorization under **Section 2.1.**
15. Execute necessary purchase documents. Obtain legal counsel review if necessary.

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C. If the Purchase is made using a Sole Source Bid Exemption the following procedures shall be used:

1. The easiest way to determine whether a vendor is a sole source provider is to ask the following question. If we go out for public bidding for the product we want, is there any possibility we will receive more than one bid. If the answer is yes, this is not a sole source purchase and the District will need to proceed with a competitive bidding process.
2. Obtain documentation that the vendor is the sole source. Generally, the product manufacturer will provide a letter documenting that a vendor is the sole source to purchase the product.
3. Obtain appropriate authorization under **Section 2.1.**
4. Draft Resolution substantially in the form of Attachment 353 B that includes the following information.
5. Identify why the District needs to the particular product.
6. Identify the basis for determining that the vendor is the sole source.
7. Authorize the waiving of the competitive bid process and authorize the purchase.

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D. If the Purchase is made using a Special Facilities/Market Conditions Bid Exemption the following procedures shall be used: This exemption is similar to the sole source exemption and is often used in conjunction with the sole source exemption. The exemption can be used for unique circumstances that would preclude the District from obtaining multiple bids for a product. For example, the purchase of a used vehicle or a demo vehicle that is only available for a limited time period can fit within this exemption.

1. Obtain or create documentation that establishes what the special facility or market condition is that requires the use of a bid exemption.
2. Obtain appropriate authorization under **Section 2.1.**
3. Draft Resolution substantially in the form of Attachment 353 B that includes the following information.
4. Identify why the District needs the particular product.
5. Identify the basis for determining that a special facility/market condition exists.
6. Authorize the waiving of the competitive bid process and authorize the purchase.
7. If the purchase is made using an Emergency Bid Exemption the following procedures shall be used:
8. Emergency purchases are allowed only when there is a true Emergency meeting the definition set forth in this policy.
9. Negotiate terms of purchase using Commercially Reasonable Means.
10. Call Emergency board meeting if possible. If not possible, proceed with purchase to meet Emergency and call Board Meeting as soon thereafter as possible.
11. Obtain appropriate authorization under **Section 2.1.**
12. Draft Resolution substantially in the form of Attachment 353 B that includes the following information.
13. Identify the basis for the Emergency that addresses the elements set forth in the definition of Emergency.
14. Authorize the waiving of the competitive bid process and authorize the purchase.

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E. Purchases over \$75,000: Formal sealed bidding procedure must be used unless purchase can be made through a Cooperative Purchase or Bid Exemption.

1. If purchase is made through a Cooperative Purchase follow the process outlined at **Section 3.1.2.1.**
2. If purchase is made through a Bid Exemption following the process outlined at **Section 3.1.2.3, 4 or 5.**
3. If purchase is made through formal sealed bidding the following procedures shall be used:
4. Identify the need for the purchase and determine whether the purchase is included in the Budget.

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5. Obtain appropriate authorization under **Section 2.1.**
6. Prepare Product specifications. Product specifications may be drafted broadly or narrowly depending on the needs of the District. The bid laws require an open competitive process for the product but the bid laws do not require the District to go out to bid with general specifications that could result in bids for a product that does not meet the District's needs.
7. Prepare Instructions to Bidders specific to the product being purchased. The Instructions to Bidders are your opportunity not only to define the product you want to purchase but the terms and conditions that you want to make the purchase under. Legal counsel should generally have an opportunity to provide input into this document. The Instructions to Bidders should, at a minimum include the following elements:
  - a. Identification of product and product specifications.
  - b. Identification of where bids should be submitted, bid opening time, bid award time frame.
  - c. Reservation of District's right to waive irregularities or to reject all bids.
  - d. Financing terms (if any).
  - e. Delivery date for product.
  - f. Liquidated damages.
  - g. Warranty requirements.
  - h. Contract form (If you include a contract form, then the bidders are generally agreeing to your contract form when submitting a bid. As most vendor's contract forms are vendor friendly rather than customer friendly, including your own contract form is generally a good idea).
8. Publish bid advertisement in newspaper of general circulation within the District at least 13 days in advance of the bid opening.
9. Open bids and compile spreadsheet of bids that ranks bids in order of responsiveness and price.
10. Identify Responsible Bidders and award bid to Lowest Responsive/Responsible Bidder.
11. Execute contract.

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#### F. Cooperative "Piggyback" Purchasing

1. Enter into Cooperative Purchasing Agreement with agency or purchasing cooperative that went out for bid "Lead Agency" substantially in the form attached as Exhibit A.
2. Obtain appropriate authorization under **Section 2.1.**
3. Obtain, verify and retain the following documentation:
4. Lead Agency properly advertised bid including an online advertisement;
5. Lead Agency used bid process that met Lead Agency's legal requirements;

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6. Vendor agreed to open bid to other purchasers;
7. Bid is current and still open for purchases;
8. You are purchasing item bid (minor changes permitted); and
9. Legal counsel opinion to confirm above is recommended.
10. Enter Contract with Vendor.

## II. Public Works

A. Public Works Projects Under \$30,000: No statutory bidding procedures required. Staff shall use Commercially Reasonable Means to contract for such Public Works using the following procedures:

1. If using a Small Works Roster, the following procedures shall be used:
  - a. Identify the need for the project and determine whether the project is included in the Budget.
  - ~~b. Develop specifications for project that will allow contractors to provide comparable bids and that establish basic requirements such as Prevailing Wage requirement, contractor registration requirements, contract requirements and warranty requirements. Specifications under the small works roster, in contrast to a sealed bid process, may be more general to allow contractors some flexibility in providing design suggestions and cost savings approaches. The more general the specification, however, the more difficult it may become to identify the Lowest Responsive Bidder and the more critical it becomes to identify the criteria that will be used to select the Lowest Responsive Bidder. In addition, the specifications should include the following elements:~~
    - ~~i. Reservation of District's right to waive irregularities or to reject all bids.~~
    - ~~ii. Identification of where bids should be submitted and bid award time frame.~~
    - ~~iii. Payment terms (if any).~~
    - ~~iv. Time frame for project and completion dates.~~
    - ~~v. Liquidated damages.~~
    - ~~vi. Warranty requirements.~~
    - ~~vii. Contract Forms (including a properly drafted contract form will incorporate the various statutory public works requirements such as bonding, retained percentages, underground utilities etc.).~~
    - ~~viii. Prevailing Wage Rates (The prevailing wage rates may be incorporated by reference to the Labor and Industries web page for prevailing wages provided that the District be able to print a copy for any bidder that requests a copy).~~
    - ~~ix. The following mandatory bidder requirements.~~
    - ~~x. Contractor must have valid certificate of registration.~~

- ~~xi. Contractor must have valid State UBI number.~~
- ~~xii. Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.~~
- ~~xiii. Contractor cannot have been disqualified from bidding on any previous public works contract.~~
- ~~xiv. Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one year period prior to the District's Project.~~
- ~~xv. Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.~~

b.

c. For Projects under \$50,000 use the Small Works Roster Contract Package Policy 353.F as the template.

d. For Projects between \$50,000 and \$350,000 use the Small Works Roster Contract Package Policy 353.E

~~xvi.e.~~ The District may also include "supplemental criteria" that can be used to identify the Lowest Responsible Bidder. Such criteria must at a minimum include the following;

~~xvii.i.~~ The basis for evaluating the specified criteria.

~~xviii.ii.~~ An appeal process that allows a bidder to challenge the process and the timeframe in which appeals will be allowed.

~~xix.iii.~~ A process for allowing bidders to request a modification of the supplemental criteria.

~~xx.f.~~ For projects under \$50,000, contact not less than three contractors on the small works roster and obtain written quotations based on the project specifications.

~~xxi.g.~~ For projects over \$50,000, contact at least five contractors on the small works roster and obtain written quotations based on the project specifications. If the estimated project cost exceeds \$250,000 you must also give notice to all eligible contractors that you did not request quotes from.

~~xxii.h.~~ A record of quotations received must be maintained for a period of three years and shall be open to public inspection and shall be available for telephone inquiries.

~~xxiii.i.~~ Identify the Responsible bidders and select the Lowest Responsive/Responsible Bidder based on the quotes received.

~~xxiv.j.~~ Obtain appropriate authorization under **Section 2.1.**

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~~xxv-k.~~ Execute necessary purchase documents. Obtain legal counsel review if necessary.

~~xxvi-l.~~ If using a formal sealed bidding process follow the procedures outlined **Section 3.2.3.**

~~xxvii-m.~~ If using an Emergency exemption follow the procedures outlined under **Section 3.1.2.5.**

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B. Public Works Projects over \$350,000: Formal sealed bidding shall be used except in case of an Emergency.

1. If using an Emergency exemption follow the procedures outlined under **Section 3.1.2.5.**

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2. If purchase is made through formal sealed bidding the following procedures shall be used:

a. Identify the need for the purchase and determine whether the purchase is included in the Budget.

b. Obtain appropriate authorization under **Section 2.1.**

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c. Prepare project specifications.

d. Prepare Instructions to Bidders specific to the Project. The Instructions to Bidders are your opportunity to define the terms and conditions for the Project. Legal counsel should generally have an opportunity to provide input into this document. The Instructions to Bidders should, at a minimum include the following elements:

i. Identification of project specifications.

ii. Identification of where bids should be submitted, bid opening time, bid award time frame.

iii. Reservation of District's right to waive irregularities or to reject all bids.

iv. Payment terms (if any).

v. ~~3.2.3.2.4.5~~ Time frame for project and completion dates.

vi. Liquidated damages.

vii. Warranty requirements.

viii. Contract Forms (including a properly drafted contract form will incorporate into the Instructions to Bidders the various statutory public works requirements such as bonding, retained percentages, underground utilities etc.).

ix. Prevailing Wage Rates (The prevailing wage rates may be incorporated by reference to the Labor and Industries web page for prevailing wages provided that the District be able to print a copy for any bidder that requests a copy).

x. The following mandatory bidder requirements:



- xi. Contractor must have valid certificate of registration.
  - xii. Contractor must have valid State UBI number.
  - xiii. Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
  - xiv. Contractor cannot have been disqualified from bidding on any previous public works contract.
  - xv. Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
  - xvi. Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.
  - e. The Instructions to Bidders may also include "supplemental criteria" that can be used to identify the Lowest Responsible Bidder. Such criteria must at a minimum include the following:
    - i. The basis for evaluating the specified criteria.
    - ii. An appeal process that allows a bidder to challenge the process and the timeframe in which appeals will be allowed.
    - iii. A process for allowing bidders to request a modification of the supplemental criteria.
  - 3. Publish bid advertisement in newspaper of general circulation within the District at least 13 days in advance of the bid opening.
  - 4. Open bids and compile spreadsheet of bids that ranks bids in order of responsiveness and price.
  - 5. Identify Responsible Bidders and award bid to Lowest Responsive/Responsible Bidder.
  - 6. Execute contract.
- C. Bid Bonds, Performance Bonds and Retained Percentage Requirements
- 1. Bid bonds are not required but may be used at the discretion of the fire chief.
  - 2. Performance bonds are required in all public works contracts except in the following situations:
    - a. Contracts under \$50,000. Performance bond may be waived in discretion of Chief.
    - b. Contracts under \$150,000. District may waive performance bond requirement if Contractor agrees to a 10% retained

percentage to be held for a minimum of 30 days following final completion.

3. Retained Percentage of 5% shall be required on all public works contracts except in the following situations:
  - a. Contracts under \$150,000. Retained percentage may be waived in the discretion of the Chief, provided, however, if the District requires a retained percentage in lieu of a performance bond under [Section 3.2.4.2.2](#), such retainage shall be held and retained as required by Chapter 60.28 RCW.

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#### D. Prevailing Wage Requirements

1. Prevailing wages are required on all public works projects regardless of dollar value unless a sole proprietor performs the work without using any employees.
2. For projects under \$2,500 with a single payment and no subcontractors, you can use a Statement of Intent to pay prevailing wages and Affidavit of Wages Paid (Attachment 353.D) that does not require a filing fee.
3. For projects between \$2,500 and \$50,000 with a single payment and no subcontractors, you can use a Statement of Intent to pay prevailing wages and Affidavit of Wages Paid (Attachment 353.D) that has a filing fee. (see Attachment 353.C).
4. For all other public works projects, the contractor must complete, post and file a statement of intent and then must file their Affidavit of Wages Paid with L&I.
5. Obtain appropriate authorization under [Section 2.1](#).

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#### E. Name Brand Specification and Procurement

1. Brand Name Specification occurs when a specific brand of equipment is necessary to meet an operational need. In these situations, thoroughly document:
  - a. Draft specifications of intended purchase.
  - b. Identify specific brand/product intending to purchase. Note that specifying a name brand during the procurement process is not the same as declaring sole source.
  - c. Why only this specific manufacturer's equipment is necessary to meet operational needs.
  - d. Why another manufacturer's equipment could not substitute.
  - e. Maintain documentation and periodically evaluate to ensure that the specific brand is still required.
  - f. Based on estimate on cost of purchase, follow applicable procurement processes.
  - g. For audit purposes, documentation shall be maintained for each step in the process, including the name brand specification, sole source evaluation and the bid law process followed.

2. If all or a portion of federal funds are used to make the purchase, specifications and allowance must be made for “an equal product” to be offered.
  - a. Describe the performance or other relevant requirements of the product for procurement to ensure free and open competition is not limited.
  - b. In the event the brand desired is only available from one manufacturer or vendor, a sole source procurement of the purchase would not be allowable under federal guideline as it would not allow for “an equal product” to be offered.
3. Obtain appropriate authorization under **Section 2.1.**

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### III. Services – Architect and Engineer

A. The District shall use the ~~Request For Qualifications “RFQ” process established under chapter 39.80 RCW prior to MRSC Rosters~~ Consultant Roster when retaining the services of architects, ~~and~~ engineers ~~or land surveyors except in or an Emergency exception situation.~~

1. If using an emergency exemption follow the procedures outlined under **Section 3.1.2.5.**

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2. If using the RFQ process, the following procedures shall be used:

- a. Identify the need for the purchase and determine whether the purchase is included in the Budget.
- b. Obtain appropriate authorization under **Section 2.1.**
- c. ~~Preparation of a “RFQ” that includes the following elements~~ Search MRSC Rosters Consultant Roster to identify qualified consultants for the specific project.:

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- ~~i. Identification of whether services are being requested for general services or a specific project.~~
- ~~ii. Selection Criteria. The selection criteria are discretionary with the District. However, price cannot be included as part of the criteria.~~
- ~~iii. Name and address of District representative responsible for managing the RFQ process.~~
- ~~iv. Identification of where RFQ’s should be submitted, RFQ award time frame.~~
- ~~v. Reservation of District’s right to waive irregularities or to reject all RFQs.~~
- ~~vi. Publish RFQ advertisement in local newspaper of general circulation within the District at least 12 days in advance of the bid opening.~~
- ~~vii. Evaluate and rank architects and engineers using the selection criteria.~~
- ~~viii. i.~~ Notify top ranked architect and engineer and negotiate pricing and contract terms.

- ~~ix-ii.~~ If the District cannot come to agreement on pricing or contract terms, the District can move to the next ranked architect or engineer.
- ~~x-iii.~~ Enter into contract, legal review recommended.

IV. Services – Telecommunications and Data Processing

- A. Obtain appropriate authorization under Section 2.1.3.4.2 If the purchase cannot be made through a Designated Purchasing Cooperative, Cooperative Purchase or Bid Exemption the District ~~shall may~~ use the competitive negotiation procedures established under RCW 39.04.270 when purchasing telecommunication and data processing services.
- B. If purchase is made through a Cooperative Purchase follow the process outlined at Section 3.1.2.1.
- C. If purchase is made through a Bid Exemption following the process outlined at Section 3.1.2.4.
- D. If the purchase is made using the competitive negotiation process the following procedure shall be used:
1. Preparation of a Request For Proposals “RFP” that includes the following elements.
  2. General specifications for District’s telecommunication/data processing needs.
  3. Selection Criteria. The selection criteria are discretionary with the District. Price can be included in the criteria but selection does not have to be based on low bidder.
  4. Name and address of District representative responsible for managing the RFP process.
  5. Identification of where RFP’s should be submitted, RFP award time frame.
  6. Reservation of District’s right to waive irregularities or to reject all RFP’s.
  7. Publish RFP advertisement in newspaper of general circulation within the District at least 13 days in advance of the RFP submittal date.
  8. Evaluate and rank proposals using the selection criteria.
  9. Notify top ranked vendor and negotiate contract terms.
  10. If the District cannot come to agreement on pricing or contract terms, the District can move to the next proposal.
  11. Enter into contract.

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V. Services – Other

- A. No statutory procedures required. District staff shall use Commercially Reasonable Means to identify and contract with service providers.

VI. Documentation

- A. The District is responsible for the proper retention of records documenting bids and proposals according to the Washington State Local Government Records

Retention Schedules. Documentation, including but not limited to the following, shall be forwarded to the Executive Assistant for retention:

- B. Request for proposal or bid (RFP), request for qualifications (RFQ), specifications, etc.
- C. Notices (filed with county clerk, newspaper, etc.)
- D. Bid proposals, bid log, evaluation documents, statements of qualification, applications, etc.

#### 4.0 REFERENCE

- 4.1 CPFR Policy **327 – Purchasing**
- 4.2 RCW 39 Public Contracts and Indebtedness
- 4.3 RCW 60.28 Retained Percentage

APPROVED:

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MATT HOLM  
BOARD CHAIR

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CENTRAL PIERCE FIRE & RESCUE  
BOARD POLICY  
NUMBER 3.53

Note: Internal Cross References need to be updated. I have highlighted them in Yellow.

ORIGINATED: February 22, 2021

APPROVED:

EFFECTIVE:

SUBJECT: Purchasing – Public Works Procurement

PURPOSE: It is the purpose of this policy and procedure to provide guidelines for the purchase of goods and services by the District in order to maintain an accountable procurement process. It is also the purpose of this policy to allow for the flexible application of these guidelines for more efficient and cost-effective purchases where their strict application would not be in the District's best interest. All bid threshold limits are based on Washington State law effective July 28, 2019. Bid threshold limits shall automatically change to reflect future adjustments in the statutory thresholds.

AUTHORITY & RESPONSIBILITY:

The Board of Fire Commissioners and Executive Staff Members have the authority and responsibility to ensure all District Members are familiar with and operate within the parameters of this Board Policy

POLICY:

- I. Purchasing Authority
  - A. Board of Commissioners
    - 1. Fire The Board of Commissioners shall approve an annual budget that authorizes specific and general expenditures within certain budgetary limits. The Board shall also review and approve all vouchers on at least a monthly basis.
  - B. Fire Chief
    - 1. The Fire Chief, or designee shall have authority to make expenditures within the general budgetary limits adopted by the Board reflective of planned scope and intent.
    - 2. The Division Head, or designee, shall have the authority to approve all budgeted purchases.
  - C. Staff Purchases

1. The routine re-ordering of materials, supplies and equipment, as defined and limited by the Fire Chief or designee, may be made by staff members without requiring any additional advance approval.

D. Purchases Made Using a Bid Exemption

1. Purchases made using a Bid Exemption shall require formal action of the Board of Commissioners in the form of a Resolution approving use of the Bid Exemption.

E. Non-Budgeted Purchases

1. Purchases of goods or services outside of budgetary limits shall require approval by the Board of Commissioners.

F. Emergency Purchases

1. In the event of an emergency the Fire Chief, or in the Fire Chief's absence the Fire Chief's designee, may approve a purchase outside of the budget if it is not feasible to obtain advance approval of the Board of Commissioners, but not in excess of \$ 250,000. In such situations, the Board shall ratify the purchase at the earliest reasonable opportunity following the purchase.

DEFINITIONS:

- I. *Bid Exemptions:* RCW 39.04.280 establishes specific exemptions from the statutory bidding requirements in the following limited situations: 1) Purchases that are clearly and legitimately limited to a single source of supply; 2) Purchases involving special facilities or market conditions; and, 3) Purchases and Public Works in the event of an emergency.
- II. *Budget:* The formally adopted budget of the District.
- III. *Commercially Reasonable Means:* Any method of purchasing property that ensures the District and its taxpayers are getting the best deal possible. Examples could include negotiations, purchases, bidding procedures, obtaining multiple quotes, etc.
- IV. *Consultant Roster.* The District is a member of MRSC Rosters and uses the MRSC Rosters Consultant Roster to select Architects, Engineers and Land Surveyors and may use the Consultant Roster for other professional services.
- V. *Cooperative Purchase:* A Cooperative Purchase allows the District to comply with the statutory bid requirements by purchasing off of a bid that another municipal corporation has awarded or a purchase through a Designated Purchasing Cooperative.

Use of a Cooperative Purchase requires Cooperative Purchasing Agreement with the municipal corporation that is going to bid or has gone to bid.

- VI. *Cooperative Purchasing Agreement:* An interlocal agreement substantially in the form of the Agreement attached as **Attachment 353.A** to this policy.
- VII. *Designated Purchasing Cooperatives:* The following interlocal cooperative purchasing arrangements are authorized for use by the District in accordance with the requirements of the sponsoring agencies.
  - A. **KCDA.** The King County Directors' Association "KCDA" is a purchasing cooperative established by Washington's public school districts.
  - B. **State Purchasing Cooperative.** The State Purchasing Cooperative is established by the State of Washington, Department of General Administration.
  - C. **Department of Information Services.** The Department of Information Services is authorized under chapters 43.105 and 39.34 to provide information services to state and local governments.
  - D. **Other Purchasing Cooperatives.** Other purchasing cooperatives as authorized by the Fire Chief that may be used when use of such cooperatives are in the best interest of the District. Examples include Houston Galveston Area Council "HGAC" and National Purchasing Partners Government Division "NPPgov."
- VIII. *Emergency:* Unforeseen circumstances beyond the control of the District that either: (a) present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. (RCW 39.04.280(3)).
- IX. *Responsible Bidder:* In determining whether the bidder is a responsible bidder, the agency must consider the following elements:
  - A. Equipment, Materials and Supplies Purchases
  - B. The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
  - C. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
  - D. Whether the bidder can perform the contract within the time specified;
  - E. The quality of performance of previous contracts or services;
  - F. The previous and existing compliance by the bidder with laws relating to the contract or services; and
  - G. Such other information as may be secured having a bearing on the decision to award the contract.
  - H. Public Works Projects.
  - I. Contractor must have valid certificate of registration.
  - J. Contractor must have valid State UBI number.



- K. Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
  - L. Contractor cannot have been disqualified from bidding on any previous public works contract.
  - M. Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
  - N. Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.
- X. *Lowest Responsive Bidder and Lowest Responsible Bidder*: A bidder that has submitted a bid that is responsive to the District's specifications, is determined to be a Responsible Bidder and for:
- A. Equipment, Materials and Supplies Purchases:
  - B. The bidder with the lowest price, or if the District has provided for best value criteria consideration then price may be considered along with the following best value criteria:
  - C. Whether the bid satisfies the needs of the District as specified in the solicitation documents;
  - D. Whether the bid encourages diverse contractor participation;
  - E. Whether the bid provides competitive pricing, economies, and efficiencies;
  - F. Whether the bid considers human health and environmental impacts;
  - G. Whether the bid appropriately weighs cost and non-cost considerations;
  - H. Life-cycle cost: and
  - I. Other relevant criteria established by the District as part of the product specifications.
  - J. Public Works Projects : The bidder with the lowest price, or if the District has established "supplemental criteria" in accordance with the procedure set forth at **Section 3.2.2.1.2.10** then price will need to be considered as part of the supplemental criteria.
- XI. *Name Brand Procurement*: Process to procure specific manufacturer's product or service available by more than one vendor.
- XII. *Public Work*: Means all work, construction, alteration, repair, or improvement other than ordinary maintenance, executed at the cost of the District, or which is by law a lien or charge on any property within the District (RCW 39.04.010).
- XIII. *Small Works Roster*: A process authorized by RCW 39.04.155 that allows the District to publish and maintain a roster of contractors available to perform public works contracts. The District is a member of MRSC Rosters and uses the MRSC Rosters Small Works Roster.

- XIV. *Sole Source Procurement: Non-competitive selection process to procure a product or service from a sole vendor. If an item (even a specific name brand) is available from more than one vendor, it is not appropriate to declare the purchase sole source.*
- XV. *Vendor List: A process authorized by RCW 39.04.190 that allows the District to publish and maintain a roster of vendors available to sell equipment and supplies to the District. The District is a member of MRSC Rosters and uses the MRSC Rosters Vendor List.*

PROCEDURE:

- I. Purchase of Materials, Equipment, and Supplies
- A. Purchases Under \$40,000: No statutory process requirements. Staff shall use Commercially Reasonable Means to make such purchases consistent with the following procedures:
1. Identify the need for the purchase and determine whether the purchase is included in the Budget.
  2. Negotiate terms of purchase and obtain proper documentation to make purchase, i.e. purchase order or contract. Obtain legal counsel review if necessary.
  3. Obtain appropriate authorization under Section 2.1.
- B. Purchases from \$40,000 to 75,000: Purchases must be made from the District's Vendor List, Designated Purchasing Cooperatives, or through a Cooperative Purchase or Bid Exemption, if applicable. If purchase cannot be made through the District's Vendor List, Designated Purchasing Cooperative, Cooperative Purchase or Bid Exemption, the purchase must be made through competitive bidding procedures as if purchase price exceeded \$75,000.
1. If purchase is made under a Cooperative Purchase approach the following procedures shall be used:
  2. Identify the need for the purchase and determine whether the purchase is included in the Budget.
  3. If the Cooperative Purchase is not through a Designated Purchasing Cooperative verify that the purchaser complied with its own statutory public bidding laws and obtain necessary approval from Fire Chief or designee to make a cooperative purchase.
  4. Document that the product being purchased is the same as the product that the vendor bid. As a general rule there can be approximately a 10% variation in the specifications or price from product that was actually bid for the product to be considered the same product. Cosmetic variations such as paint color vehicle markings etc. are permitted variations.
  5. Complete all necessary applications and agreements to join the Designated Purchasing Cooperative or enter into a Cooperative

Purchasing Agreement if purchasing off of another municipal corporations bid.

6. Collect all documents that demonstrate the Designated Purchasing Cooperative or other municipal corporation went through a proper public bidding process for the product to be purchased. This documentation must be collected and maintained by the District until the time period in which the product was purchased has been subject to Audit by the State Auditor.
7. Obtain appropriate authorization under **Section 2.1.**
8. Execute necessary purchase documents with vendor. Obtain legal counsel review if necessary.
9. If using a Vendor List, the following procedures shall be used.
10. Identify the need for the purchase and determine whether the purchase is included in the Budget.
11. Contact not less than three vendors on the applicable list and obtain written or telephone quotations for the purchase of the items.
12. A record of quotations received must be maintained for a period of three years and shall be open to public inspection and shall be available for telephone inquiries.
13. Identify the Responsible Bidders and select the Lowest Responsive Bidder based on the quotes received.
14. Obtain appropriate authorization under **Section 2.1.**
15. Execute necessary purchase documents. Obtain legal counsel review if necessary.

C. If the Purchase is made using a Sole Source Bid Exemption the following procedures shall be used:

1. The easiest way to determine whether a vendor is a sole source provider is to ask the following question. If we go out for public bidding for the product we want, is there any possibility we will receive more than one bid. If the answer is yes, this is not a sole source purchase and the District will need to proceed with a competitive bidding process.
2. Obtain documentation that the vendor is the sole source. Generally, the product manufacturer will provide a letter documenting that a vendor is the sole source to purchase the product.
3. Obtain appropriate authorization under **Section 2.1.**
4. Draft Resolution substantially in the form of Attachment 353 B that includes the following information.
5. Identify why the District needs to the particular product.
6. Identify the basis for determining that the vendor is the sole source.
7. Authorize the waiving of the competitive bid process and authorize the purchase.

D. If the Purchase is made using a Special Facilities/Market Conditions Bid Exemption the following procedures shall be used: This exemption is similar to the sole source exemption and is often used in conjunction with the sole source exemption. The exemption can be used for unique circumstances that would preclude the District from obtaining multiple bids for a product. For example, the purchase of a used vehicle or a demo vehicle that is only available for a limited time period can fit within this exemption.

1. Obtain or create documentation that establishes what the special facility or market condition is that requires the use of a bid exemption.
2. Obtain appropriate authorization under [Section 2.1.](#)
3. Draft Resolution substantially in the form of Attachment 353 B that includes the following information.
4. Identify why the District needs the particular product.
5. Identify the basis for determining that a special facility/market condition exists.
6. Authorize the waiving of the competitive bid process and authorize the purchase.
7. If the purchase is made using an Emergency Bid Exemption the following procedures shall be used:
8. Emergency purchases are allowed only when there is a true Emergency meeting the definition set forth in this policy.
9. Negotiate terms of purchase using Commercially Reasonable Means.
10. Call Emergency board meeting if possible. If not possible, proceed with purchase to meet Emergency and call Board Meeting as soon thereafter as possible.
11. Obtain appropriate authorization under [Section 2.1.](#)
12. Draft Resolution substantially in the form of Attachment 353 B that includes the following information.
13. Identify the basis for the Emergency that addresses the elements set forth in the definition of Emergency.
14. Authorize the waiving of the competitive bid process and authorize the purchase.

E. Purchases over \$75,000: Formal sealed bidding procedure must be used unless purchase can be made through a Cooperative Purchase or Bid Exemption.

1. If purchase is made through a Cooperative Purchase follow the process outlined at [Section 3.1.2.1.](#)
2. If purchase is made through a Bid Exemption following the process outlined at [Section 3.1.2.3, 4 or 5.](#)
3. If purchase is made through formal sealed bidding the following procedures shall be used:
4. Identify the need for the purchase and determine whether the purchase is included in the Budget.
5. Obtain appropriate authorization under [Section 2.1.](#)

6. Prepare Product specifications. Product specifications may be drafted broadly or narrowly depending on the needs of the District. The bid laws require an open competitive process for the product but the bid laws do not require the District to go out to bid with general specifications that could result in bids for a product that does not meet the District's needs.
7. Prepare Instructions to Bidders specific to the product being purchased. The Instructions to Bidders are your opportunity not only to define the product you want to purchase but the terms and conditions that you want to make the purchase under. Legal counsel should generally have an opportunity to provide input into this document. The Instructions to Bidders should, at a minimum include the following elements:
  - a. Identification of product and product specifications.
  - b. Identification of where bids should be submitted, bid opening time, bid award time frame.
  - c. Reservation of District's right to waive irregularities or to reject all bids.
  - d. Financing terms (if any).
  - e. Delivery date for product.
  - f. Liquidated damages.
  - g. Warranty requirements.
  - h. Contract form (If you include a contract form, then the bidders are generally agreeing to your contract form when submitting a bid. As most vendor's contract forms are vendor friendly rather than customer friendly, including your own contract form is generally a good idea).
8. Publish bid advertisement in newspaper of general circulation within the District at least 13 days in advance of the bid opening.
9. Open bids and compile spreadsheet of bids that ranks bids in order of responsiveness and price.
10. Identify Responsible Bidders and award bid to Lowest Responsive/Responsible Bidder.
11. Execute contract.

#### F. Cooperative "Piggyback" Purchasing

1. Enter into Cooperative Purchasing Agreement with agency or purchasing cooperative that went out for bid "Lead Agency" substantially in the form attached as Exhibit A.
2. Obtain appropriate authorization under **Section 2.1**.
3. Obtain, verify and retain the following documentation:
4. Lead Agency properly advertised bid including an online advertisement;
5. Lead Agency used bid process that met Lead Agency's legal requirements;
6. Vendor agreed to open bid to other purchasers;

7. Bid is current and still open for purchases;
8. You are purchasing item bid (minor changes permitted); and
9. Legal counsel opinion to confirm above is recommended.
10. Enter Contract with Vendor.

## II. Public Works

- A. Public Works Projects Under \$30,000: No statutory bidding procedures required. Staff shall use Commercially Reasonable Means to contract for such Public Works using the following procedures:
  1. If using a Small Works Roster, the following procedures shall be used:
    - a. Identify the need for the project and determine whether the project is included in the Budget.
    - b. Develop specifications for project that will allow contractors to provide comparable bids and that establish basic requirements such as Prevailing Wage requirement, contractor registration requirements, contract requirements and warranty requirements. Specifications under the small works roster, in contrast to a sealed bid process, may be more general to allow contractors some flexibility in providing design suggestions and cost savings approaches. The more general the specification, however, the more difficult it may become to identify the Lowest Responsive Bidder and the more critical it becomes to identify the criteria that will be used to select the Lowest Responsive Bidder.
    - c. For Projects under \$50,000 use the Small Works Roster Contract Package Policy 353.F as the template.
    - d. For Projects between \$50,000 and \$350,000 use the Small Works Roster Contract Package Policy 353.E
    - e. The District may also include “supplemental criteria” that can be used to identify the Lowest Responsible Bidder. Such criteria must at a minimum include the following;
      - i. The basis for evaluating the specified criteria.
      - ii. An appeal process that allows a bidder to challenge the process and the timeframe in which appeals will be allowed.
      - iii. A process for allowing bidders to request a modification of the supplemental criteria.
    - f. For projects under \$50,000, contact not less than three contractors on the small works roster and obtain written quotations based on the project specifications.
    - g. For projects over \$50,000, contact at least five contractors on the small works roster and obtain written quotations based on the project specifications. If the estimated project cost exceeds \$250,000 you must also give notice to all eligible contractors that you did not request quotes from.

- h. A record of quotations received must be maintained for a period of three years and shall be open to public inspection and shall be available for telephone inquiries.
- i. Identify the Responsible bidders and select the Lowest Responsive/Responsible Bidder based on the quotes received.
- j. Obtain appropriate authorization under **Section 2.1.**
- k. Execute necessary purchase documents. Obtain legal counsel review if necessary.
- l. If using a formal sealed bidding process follow the procedures outlined **Section 3.2.3.**
- m. If using an Emergency exemption follow the procedures outlined under **Section 3.1.2.5.**

B. Public Works Projects over \$350,000: Formal sealed bidding shall be used except in case of an Emergency.

- 1. If using an Emergency exemption follow the procedures outlined under **Section 3.1.2.5.**
- 2. If purchase is made through formal sealed bidding the following procedures shall be used:
  - a. Identify the need for the purchase and determine whether the purchase is included in the Budget.
  - b. Obtain appropriate authorization under **Section 2.1.**
  - c. Prepare project specifications.
  - d. Prepare Instructions to Bidders specific to the Project. The Instructions to Bidders are your opportunity to define the terms and conditions for the Project. Legal counsel should generally have an opportunity to provide input into this document. The Instructions to Bidders should, at a minimum include the following elements:
    - i. Identification of project specifications.
    - ii. Identification of where bids should be submitted, bid opening time, bid award time frame.
    - iii. Reservation of District's right to waive irregularities or to reject all bids.
    - iv. Payment terms (if any).
    - v. Time frame for project and completion dates.
    - vi. Liquidated damages.
    - vii. Warranty requirements.
    - viii. Contract Forms (including a properly drafted contract form will incorporate into the Instructions to Bidders the various statutory public works requirements such as bonding, retained percentages, underground utilities etc.).

- ix. Prevailing Wage Rates (The prevailing wage rates may be incorporated by reference to the Labor and Industries web page for prevailing wages provided that the District be able to print a copy for any bidder that requests a copy).
- x. The following mandatory bidder requirements:
  - xi. Contractor must have valid certificate of registration.
  - xii. Contractor must have valid State UBI number.
  - xiii. Contractor must maintain workers compensation coverage and unemployment insurance coverage for all employees and maintain a state excise tax registration number.
  - xiv. Contractor cannot have been disqualified from bidding on any previous public works contract.
  - xv. Contractor cannot have violated the state apprenticeship utilization requirements on any public works project during the one-year period prior to the District's Project.
  - xvi. Contractor must (a) complete statutory training on public works and prevailing wages or (b) have experience completing at least three public works projects and have maintained a business license in Washington for at least three.
- e. The Instructions to Bidders may also include "supplemental criteria" that can be used to identify the Lowest Responsible Bidder. Such criteria must at a minimum include the following:
  - i. The basis for evaluating the specified criteria.
  - ii. An appeal process that allows a bidder to challenge the process and the timeframe in which appeals will be allowed.
  - iii. A process for allowing bidders to request a modification of the supplemental criteria.
- 3. Publish bid advertisement in newspaper of general circulation within the District at least 13 days in advance of the bid opening.
- 4. Open bids and compile spreadsheet of bids that ranks bids in order of responsiveness and price.
- 5. Identify Responsible Bidders and award bid to Lowest Responsive/Responsible Bidder.
- 6. Execute contract.

C. Bid Bonds, Performance Bonds and Retained Percentage Requirements

- 1. Bid bonds are not required but may be used at the discretion of the fire chief.



2. Performance bonds are required in all public works contracts except in the following situations:
  - a. Contracts under \$50,000. Performance bond may be waived in discretion of Chief.
  - b. Contracts under \$150,000. District may waive performance bond requirement if Contractor agrees to a 10% retained percentage to be held for a minimum of 30 days following final completion.
3. Retained Percentage of 5% shall be required on all public works contracts except in the following situations:
  - a. Contracts under \$150,000. Retained percentage may be waived in the discretion of the Chief, provided, however, if the District requires a retained percentage in lieu of a performance bond under **Section 3.2.4.2.2**, such retainage shall be held and retained as required by Chapter 60.28 RCW.

#### D. Prevailing Wage Requirements

1. Prevailing wages are required on all public works projects regardless of dollar value unless a sole proprietor performs the work without using any employees.
2. For projects under \$2,500 with a single payment and no subcontractors, you can use a Statement of Intent to pay prevailing wages and Affidavit of Wages Paid (Attachment 353.D) that does not require a filing fee.
3. For projects between \$2,500 and \$50,000 with a single payment and no subcontractors, you can use a Statement of Intent to pay prevailing wages and Affidavit of Wages Paid (Attachment 353.D) that has a filing fee. (see Attachment 353.C).
4. For all other public works projects, the contractor must complete, post and file a statement of intent and then must file their Affidavit of Wages Paid with L&I.
5. Obtain appropriate authorization under **Section 2.1**.

#### E. Name Brand Specification and Procurement

1. Brand Name Specification occurs when a specific brand of equipment is necessary to meet an operational need. In these situations, thoroughly document:
  - a. Draft specifications of intended purchase.
  - b. Identify specific brand/product intending to purchase. Note that specifying a name brand during the procurement process is not the same as declaring sole source.
  - c. Why only this specific manufacturer's equipment is necessary to meet operational needs.
  - d. Why another manufacturer's equipment could not substitute.

- e. Maintain documentation and periodically evaluate to ensure that the specific brand is still required.
- f. Based on estimate on cost of purchase, follow applicable procurement processes.
- g. For audit purposes, documentation shall be maintained for each step in the process, including the name brand specification, sole source evaluation and the bid law process followed.
- 2. If all or a portion of federal funds are used to make the purchase, specifications and allowance must be made for “an equal product” to be offered.
  - a. Describe the performance or other relevant requirements of the product for procurement to ensure free and open competition is not limited.
  - b. In the event the brand desired is only available from one manufacturer or vendor, a sole source procurement of the purchase would not be allowable under federal guideline as it would not allow for “an equal product” to be offered.
- 3. Obtain appropriate authorization under **Section 2.1.**

### III. Services – Architect and Engineer

- A. The District shall use the MRSCRosters Consultant Roster when retaining the services of architects, engineers or land surveyors except in an Emergency situation.
  - 1. If using an emergency exemption follow the procedures outlined under **Section 3.1.2.5.**
  - 2. If using the RFQ process, the following procedures shall be used:
    - a. Identify the need for the purchase and determine whether the purchase is included in the Budget.
    - b. Obtain appropriate authorization under **Section 2.1.**
    - c. Search MRSCRosters Consultant Roster to identify qualified consultants for the specific project.:
      - i. Notify top ranked architect and engineer and negotiate pricing and contract terms.
      - ii. If the District cannot come to agreement on pricing or contract terms, the District can move to the next ranked architect or engineer.
      - iii. Enter into contract, legal review recommended.

### IV. Services – Telecommunications and Data Processing

- A. Obtain appropriate authorization under **Section 2.1.3.4.2** If the purchase cannot be made through a Designated Purchasing Cooperative, Cooperative Purchase or Bid Exemption the District may use the competitive negotiation procedures established under RCW 39.04.270 when purchasing telecommunication and data processing services.

- B. If purchase is made through a Cooperative Purchase follow the process outlined at **Section 3.1.2.1.**
- C. If purchase is made through a Bid Exemption following the process outlined at Section 3.1.2.4.
- D. If the purchase is made using the competitive negotiation process the following procedure shall be used:
  - 1. Preparation of a Request For Proposals “RFP” that includes the following elements.
  - 2. General specifications for District’s telecommunication/data processing needs.
  - 3. Selection Criteria. The selection criteria are discretionary with the District. Price can be included in the criteria but selection does not have to be based on low bidder.
  - 4. Name and address of District representative responsible for managing the RFP process.
  - 5. Identification of where RFP’s should be submitted, RFP award time frame.
  - 6. Reservation of District’s right to waive irregularities or to reject all RFP’s.
  - 7. Publish RFP advertisement in newspaper of general circulation within the District at least 13 days in advance of the RFP submittal date.
  - 8. Evaluate and rank proposals using the selection criteria.
  - 9. Notify top ranked vendor and negotiate contract terms.
  - 10. If the District cannot come to agreement on pricing or contract terms, the District can move to the next proposal.
  - 11. Enter into contract.

V. Services – Other

- A. No statutory procedures required. District staff shall use Commercially Reasonable Means to identify and contract with service providers.

VI. Documentation

- A. The District is responsible for the proper retention of records documenting bids and proposals according to the Washington State Local Government Records Retention Schedules. Documentation, including but not limited to the following, shall be forwarded to the Executive Assistant for retention:
- B. Request for proposal or bid (RFP), request for qualifications (RFQ), specifications, etc.
- C. Notices (filed with county clerk, newspaper, etc.)
- D. Bid proposals, bid log, evaluation documents, statements of qualification, applications, etc.

#### 4.0 REFERENCE

##### 4.1 CPFR Policy **327 – Purchasing**

4.2 RCW 39 Public Contracts and Indebtedness

4.3 RCW 60.28 Retained Percentage

APPROVED:

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MATT HOLM  
BOARD CHAIR



## CENTRAL PIERCE FIRE & RECUE FORM

**TITLE:** Cooperative Purchase Contract  
Format

**ATTACHMENT NUMBER:** 353.A

### COOPERATIVE PURCHASE CONTRACT FORM

This Agreement is entered into between the undersigned, municipal corporations of the State of Washington.

It is the purpose of this Agreement to provide for the cooperative purchase of materials, supplies and equipment by the parties to this Agreement when determined by the legislative body of a participating party to be in the best interest of such party. This Agreement is entered into under the authority of the Interlocal Cooperation Act, chapter 39.34 RCW.

It is agreed by the parties as follows:

1. **Term.** The term of this Agreement in respect to each party to this Agreement shall commence on the date of execution of the Agreement by that party and shall remain in effect until terminated by a party as provided in paragraph 5 of this Agreement.
2. **Cooperative Purchase.** Each party agrees to provide in bid proposals and specifications appropriate language to authorize and permit the other parties to the Agreement to purchase such materials, supplies and equipment under the terms and conditions of the purchase contract awarded by such party. Provided, however, the parties shall not be required to include such language when, in the sole discretion of the party going out to bid, the party determines that such language is not in the best interest of the party. The bid language to be included should be substantially as follows: "Interlocal Bids. The Bid proposal accepted shall permit and shall be subject to chapter 39.34 RCW, the Interlocal Cooperation Act, under which other governmental agencies may purchase under the bid proposal."
3. **Discretion.** The determination of whether or not any party to this Agreement shall purchase materials, supplies or equipment under the terms and conditions of any purchase contract available to, or entered into, by the other parties under a statutory bidding procedure shall be made by the legislative body of the party desiring to make such purchase.
3. **Financial Responsibility.** Each party shall remain financially responsible for the payment of the purchase price of all materials, supplies and equipment purchased and received by such party under the terms of this Agreement.
4. **Ownership.** Title to all items purchased by any party to this Agreement shall remain in the name of such party.

5. **Termination.** Any party to this Agreement may terminate its participation in the Agreement by giving the other parties to the Agreement 30 days written notice of such intent to terminate.
6. **Limitations.** The parties shall not jointly acquire property or jointly budget funds under the authority of this Agreement.
7. **Statutory Compliance.** Each party agrees to comply with the statutory bidding requirements applicable to such party when acting under this Agreement.
8. **Administration.** No new or separate legal or administrative entity is created to administer the provisions of this agreement.
9. **Right to Contract – Independent Action Preserved.** Each party reserves the right to contract independently for the acquisition of goods or services without notice to the other party and shall not bind or otherwise obligate the other party to participate in the activity.
10. **Hold Harmless.** Each party shall indemnify, defend and hold the other party harmless from any liability arising from any negligent or wrongful act or failure to act on the part of itself and its employees. Neither party assumes responsibility to the other party for the consequences of any act or omission of any person, firm or corporation not a party to this agreement.



**CENTRAL PIERCE FIRE & RECUE  
ATTACHMENT**

**TITLE:** Bid Exemption Resolution Format  
**ATTACHMENT NUMBER:** 353.B

**BID EXEMPTION RESOLUTION FORMAT**

**RESOLUTION NO.** \_\_\_\_\_

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FOR CENTRAL PIERCE FIRE & RESCUE, PIERCE COUNTY, WASHINGTON, AUTHORIZING WAIVER OF COMPETITIVE BIDDING REQUIREMENTS.

**WHEREAS,** [Background:] RCW 39.04.280 provides for the waiver of competitive bidding requirements under enumerated conditions including [Select one or more of the following]:

- (1)(a) Purchases that are clearly and legitimately limited to a single source of supply;
- (1)(b) Purchases involving special facilities or market conditions;
- (1)(c) Purchases in the event of an Emergency; or
- (1)(e) Public Works in the event of an Emergency

**WHEREAS:** [Set forth in some detail the specific need for product being purchased or public work project.]

**WHEREAS,** [Set forth basis for using bid exemption]

**WHEREAS,** [Sole Source Sample Language:] District staff has investigated supply sources and has determined that \_\_\_\_\_ is the exclusive vendor of \_\_\_\_\_ in Washington (Letter from \_\_\_\_\_ attached as Exhibit A to this Resolution) and the District cannot purchase the \_\_\_\_\_ from any other source. Accordingly, \_\_\_\_\_ is clearly and legitimately the sole source of supply for the \_\_\_\_\_ that meet the needs of the District.

**WHEREAS,** [Special Facilities or market conditions Sample Language:] District staff has not located any other currently available \_\_\_\_\_ that meet the District's specific needs that ~~can be delivered in time to allow the District to meet the grant requirements and staff has determined that the additional cost will benefit the District taxpayers as the District will be able to retain the grant funds and meet the grant time requirements~~[Insert detailed description of market conditions that preclude effective use of a competitive bidding process]. District staff believes that this situation, establishes a special market condition.

**WHEREAS,** [Emergency Sample Language:] The damage precludes use of the station/Fire Engine that directly impacts the District's operational readiness and

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presents a real immediate threat to the proper performance of the essential functions of the District. As a result the District's ability to respond to emergency incidents is compromised and creates an immediate and ongoing threat to the life and health of District residents.

**[Resolution:] NOW THEREFORE, BE IT RESOLVED,** that the Board of Commissioners of Central Pierce Fire & Rescue hereby find that **[Select one or more of the following]**:

[\_\_\_\_\_ is the sole source for the purchase of \_\_\_\_\_]  
[\_\_\_\_\_ creates a special market condition]  
[an emergency exists]

and waives the competitive bidding requirements pursuant to RCW 39.04.280 [insert relevant subsection (a), (b), (c), or (e)] and authorizes the District to purchase \_\_\_\_\_.

**[Adoption:] ADOPTED** at a regular meeting of the Board of Commissioners of Central Pierce Fire & Rescue on \_\_\_\_\_, 20+\_\_ the following Commissioners being present and voting:

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

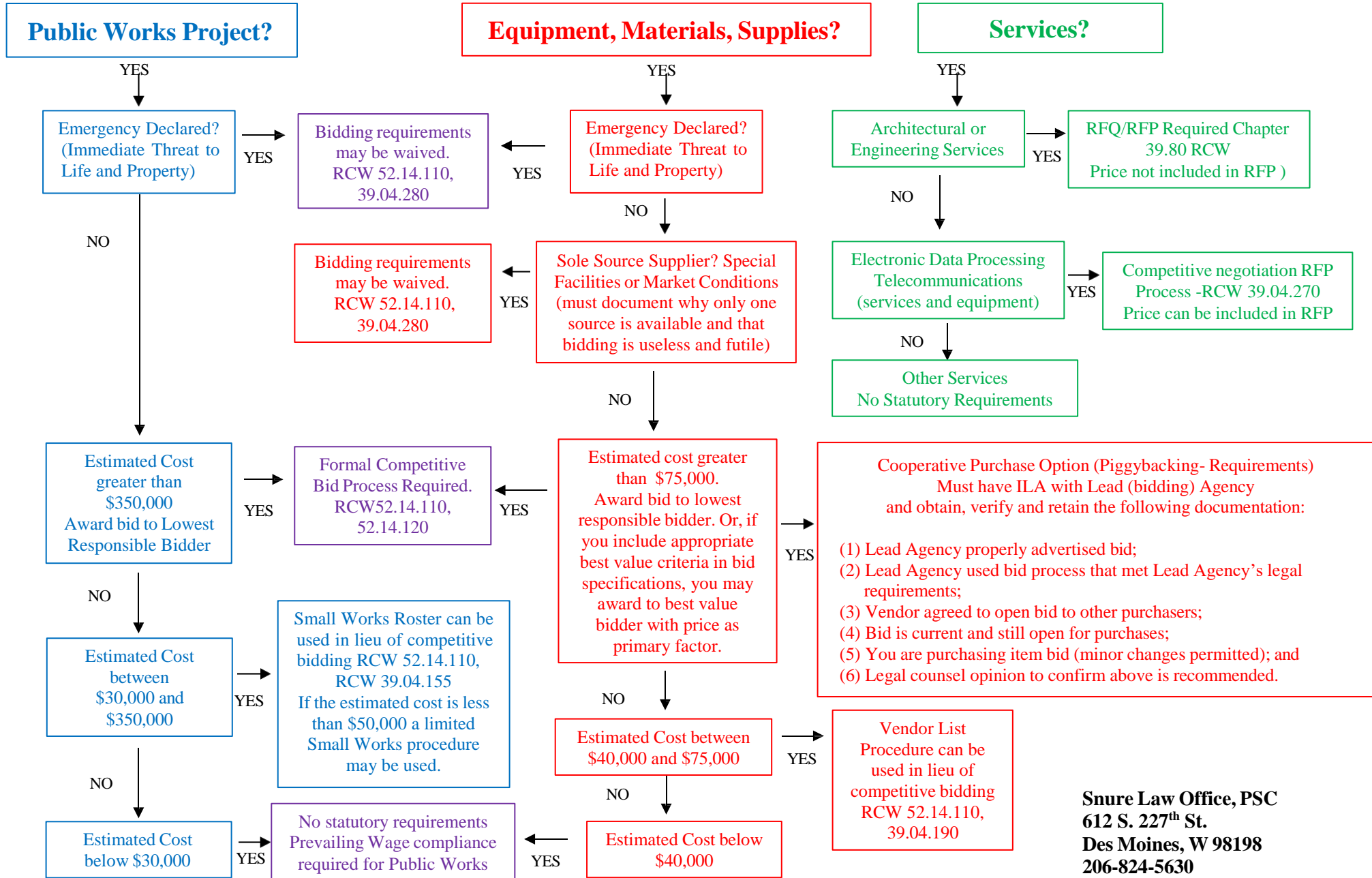
\_\_\_\_\_  
Tanya Robacker, District Secretary



# Policy 353.C Bid Law Matrix - Snure

## FIRE PROTECTION DISTRICT/RFA BID LAW MATRIX – 2019

**\*\*\*EFFECTIVE UNTIL JULY 28, 2019 JUNE 30, 2024\*\*\***



**Snure Law Office, PSC**  
**612 S. 227<sup>th</sup> St.**  
**Des Moines, W 98198**  
**206-824-5630**  
**Brian@snurelaw.com**



## CENTRAL PIERCE FIRE & RECUE ATTACHMENT

**TITLE:** Affidavit of Wages Paid  
**ATTACHMENT NUMBER:** 353.D

**NOTE: ALWAYS CHECK L&I WEBSITE FOR UPDATED FORMS/REQUIREMENTS.**

The attached sample documents are for reference only. Documents must be completed online at <https://www.lni.wa.gov/>

### SAMPLE DOCUMENTS ATTACHED:

**Small Works (\$2,500 or Less Including Tax)** Statement of Intent to Pay Prevailing Wages and Affidavit of Wages Paid

**Small Works (Over \$2,500 to \$35,000 Including Tax)** Statement of Intent to Pay Prevailing Wages and Affidavit of Wages Paid

## Policy 353.E - Small Works Roster Request for Public Works Project Quotes

### Central Pierce Fire & Rescue Small Works Roster Request For Quotes Project: \_\_\_\_\_

Central Pierce Fire & Rescue “Owner” is a special purpose junior taxing district providing fire and EMS services within [COUNTY] County, Washington. The Owner is seeking quotes for [PROJECT DESCRIPTION] as more specifically described below “Quotes.” Quotes will be accepted \_\_\_\_\_ through \_\_\_\_\_. A contract will be awarded by the Board of Commissioners after \_\_\_\_\_.

All Contractors submitting a Quote shall comply with the following requirements and such requirements shall be part of the contract to perform the work.

1. **Submission Deadline.** Quotes will be accepted until \_\_\_\_\_ PM on \_\_\_\_\_ at [AGENCY ADDRESS], via mail at Central Pierce Fire & Rescue [AGENCY ADDRESS] or via email at \_\_\_\_\_.
2. **Introduction.** The Owner is seeking proposals to for the purpose of [PROJECT DESCRIPTION] “Project”. The purpose of this request for Quotes is to evaluate proposals for the Project from qualified contractors and to select the Contractor whose proposal best meets the needs of the Owner in terms of cost efficiency, work quality and timeliness.
3. **Knowledge of Project.** The Contractor submitting a Quote has examined the site, local conditions, bid documents, and all applicable laws and ordinances covering the Project contemplated. The Contractor is familiar with the terms, provisions, and requirements of the foregoing, all of their respective terms and conditions are incorporated herein by this reference and the Quote is tendered as an offer to perform the Project and furnish the equipment, materials, appurtenances, and guarantees, complete in place, in good working order.
4. **Proof of Competency of Contractor.** To demonstrate qualification for performing the Project, Contractors may be requested to submit written evidence of financial position, previous experience, current commitments, references from prior customers relating to ability perform the work. Each Contractor submitting a Quote must meet the following minimum requirements and must insure that all subcontractors that will be used also meet the minimum requirements.:
  - 4.1. At the time of Quote submittal, have a current certificate of registration in compliance with chapter 18.27 RCW, proof of which must be submitted with the Quote;
  - 4.2. Have a current state unified business identifier number;
  - 4.3. Have industrial insurance coverage for the Contractor’s employees working in Washington as required in Title 51 RCW; an employment security department number as required in Title 50 RCW; and a state excise tax registration number as required in Title 82 RCW.

- 4.4.** Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
- 4.5.** Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW.
- 4.6.** Comply with the Public Works Training requirements required by RCW 34.04.350.
- 5. Project Timeline.** Completion of the project in its entirety will not exceed \_\_\_\_\_ (xx) consecutive days. The date range for start and completion of the Project shall be from \_\_\_\_\_, 20\_\_\_\_ through \_\_\_\_\_, 20\_\_\_\_.
- 6. Bonding.** Contractor must be able to execute and deliver to the Owner a satisfactory payment and performance bond equal to 100% of the bid amount upon award of the bid if required under Paragraph 6 of the contract form attached hereto as Exhibit A.
- 7. Insurance.** Contractor agrees to obtain at its own cost and expense insurance as specified in the contract form attached hereto as Exhibit A.
- 8. Prevailing Wages.** Unless exempt under WAC 296-127-026, Contractor shall pay prevailing wages as currently published by the Washington State Department of Labor and Industries and shall comply with chapters RCW 39.12 and RCW 49.28. A Notice of Intent to Pay Prevailing Wages and prevailing wage rates for the Project must be posted for the benefit of workers. At the conclusion of the Contract, the Contractor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification by the director. Final payment on the Contract shall be withheld until certification by the director has been received by the Owner that the prevailing wage requirements of the law have been satisfied. The Contractor hereby certifies that it has not been cited for two violations within the last five (5) years, and is thus not prohibited from bidding on public works contracts. The Contractor further assures the Owner that it will use no sub-contractor who is thus prohibited.
- 9. Laws and Regulations.** The Contractor's attention is directed to the fact that all applicable State laws, municipal ordinances, and rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the Contract throughout, and they shall be deemed to be included in the Contract the same as though written out in full therein. Contractors are advised that if successful, they will be required to meet all applicable federal, state, and local laws pertaining to permits, licenses, fees and taxes, as well as laws pertaining to employment and wages. Contractors are responsible for determining the extent and applicability of such laws.
- 10. Guaranty.** The Contractor shall and does hereby guarantee for a period of one (1) year from date of acceptance by the Owner all materials, workmanship and equipment installed under this contract to be as specified and of a good quality. Should any defect develop due to faulty material or workmanship within the guarantee period, the Contractor shall correct the defect and make good all damages that may have been caused by the defect. This work

shall be done promptly and without cost to the Owner and at the entire expense of the Contractor. The Contractor shall provide to Owner all manufacturer warranties at the completion of the work.

- 11. Contract Award.** The Owner reserves the right to reject any or all Quotes, to waive minor irregularities in any Quotes or in the procedures and to accept any Quote presented which the Owner deems to be the lowest responsible bidder whose Quote in the best interest of Owner.
- 12. Accessibility.** The Owner is fully compliant with the Americans with Disabilities Act (ADA) and will make reasonable accommodations as required, if such requests are made known to the Project Manager identified below a minimum of three (3) weekdays prior to any required need.
- 13.** All submitted bids shall become the property of Owner and are subject to Washington State Open Records Law and available for public viewing after the submittal deadline.
- 14. Contract Form:** Contractor shall execute the form of Agreement attached as Exhibit A.
- 15. Statement of Qualifications.** See Exhibit B.
- 16. Quote Form.** See Exhibit C.
- 17. Minimum Wage/Non Collusion Affidavit.** See Exhibit D
- 18. Performance Bond Form.** See Exhibit E.
- 19. Certification of Compliance with Wage Payment Statutes.** See Exhibit F.
- 20. Certification of Compliance with Contractor Training Requirements.** See Exhibit G.
- 21. Prevailing Wage Rates.** See Exhibit H.
- 22. Scope of Work.** See Exhibit I.
- 23. Owner Information:**

Any questions that arise as a result of this Request for Quotes may be addressed to:

Project Manager:	
Mailing Address:	[AGENCY ADDRESS]
Email Address:	
Phone:	

## EXHIBIT A CONTRACT FORM

### PUBLIC WORKS CONTRACT

This Contract is entered into between Central Pierce Fire & Rescue, a municipal corporation, referred to as "Owner", and \_\_\_\_\_, referred to as "Contractor."

In consideration of the following terms and conditions and those contained in the documents incorporated by reference and made a part of this Contract, the parties agree as follows:

#### 1. THE PROJECT

- 1.1. The Contractor shall perform all work and furnish all tools, materials, labor and equipment for the Owner and all work associated with the project entitled: [PROJECT DESCRIPTION] "Project."
- 1.2. The Project shall be performed in accordance with this Public Works Contract and the following Contract Documents; Owner Specifications Exhibit 1, Contractor's Proposal, Exhibit 2 and all other forms and documents referenced in such documents which are hereby referred to as the Contract Documents and by this reference are made a part of this Contract.
- 1.3. The Contract Documents, shall be read together. Unless otherwise specified in this Agreement. In the event that any of the terms of Contract Documents conflict with each other, the following shall be the order of precedence:
  - 1.3.1. The terms of this Document entitled "Public Works Contract" shall take precedence over the terms of Exhibits 1, and 2. The terms of Exhibit 1 shall take precedence over the terms of Exhibit 2. Any conflicts in the contract documents shall be brought to the attention of the Owner.
- 1.4. The Contractor will begin work within xx calendars days after the date of the written Notice to Proceed and be substantially completed within xx calendar days and fully completed within an additional xx calendar days. If the Project is not completed within the time specified, the Contractor agrees to pay to the Owner liquidated damages in accordance with the provisions contained in the Contract Documents. The Contractor shall provide and bear all expense of all equipment, work, and labor of any sort whatsoever that may be required for the materials and for constructing and completing the Project provided for in this Contract, except for those noted in the specifications to be furnished by the Owner and installed by Contractor.
- 1.5. The Contractor shall provide and bear all expense of all equipment, work, and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the Project provided for in the Contract Documents and

every part thereof, except as mentioned in the specifications to be furnished by the Owner.

- 1.6. Owner agrees to use its best efforts to allow Contractor full access and use of the premises as necessary for Contractor to perform the work required to complete the Project with minimal interruption or interference from Owner's personnel and activities.
- 1.7. The Contractor shall guarantee the materials and work for a period of one year after completion of the Project.
- 1.8. The Contractor is responsible for complying with all Federal, State, and local regulations affecting the Project including but not limited to Chapter 70.86 RCW, Chapter 296-305 WAC and Chapter 294-24WAC.

## 2. COMPENSATION

- 2.1. The Contractor shall provide monthly statements which shall indicate the percentage of completion of each portion of the Project as of the end of the period covered by the statement.
- 2.2. Statements received by the 10th day of the month and approved by the Owner will be processed for payment the same month.
- 2.3. The Owner's representative shall determine the amounts owing to the Contractor based on observations at the site and on evaluations of Contractor's statements and shall issue to the Owner certification for payment.
- 2.4. All progress payments shall be subject to withholding of the retained percentage as provided in Paragraph 16.
- 2.5. Washington State Sales Tax shall be included on each statement submitted by the Contractor.

## 3. CONTRACT SUM

- 3.1. The Owner shall pay the Contractor for the full performance of the Contract the sum of \$                     . This amount shall be paid through monthly statements as provided in Article 2.
- 3.2. Final payment constituting the entire unpaid balance of the Contract sum, subject to the withholding of retained percentage as provided in Paragraph 16, shall be made by the Owner to the Contractor when:
  - 3.2.1. The Project has been completed and approved and accepted by the Owner.
  - 3.2.2. A final statement has been submitted to the Owner by the Contractor.



#### 4. LIQUIDATED DAMAGES

- 4.1. If the Project is not completed within the specified time period, because of difficulty in computing the actual damages to the Owner arising from any delay in completing this Contract, it is determined in advance and agreed by the parties that the Contractor shall pay the Owner the amount of **\$500.00** per calendar day that the Project remains uncompleted after expiration of the specified time for completion. The parties agree that this amount represents a reasonable forecast of the actual damages that the Owner will suffer by failure of the Contractor to complete the Project within the agreed time period. The execution of this Contract shall constitute acknowledgment by the Contractor that the Contractor has ascertained and agrees that the Owner will suffer actual damages in the above amount for each day during which the completion of the Project is delayed beyond the agreed completion date. In the event of construction delays beyond the control of the Contractor the completion date will be extended by an equivalent number of days provided that the Contractor notifies the Owner of the cause of the delay, in writing, within 24 hours of the beginning of the delay.

#### 5. SUBCONTRACTOR RESPONSIBILITY (RCW 39.06.020)

- 5.1. The Contractor shall include the language of this section in each of its first tier subcontracts and shall require each of its subcontractors to include the same language of this section in each of subcontractor's subcontracts adjusting only as necessary the terms used for the contracting parties. On request of the Owner, the Contractor shall promptly provide documentation to the Owner demonstrating that each subcontractor meets the subcontractor responsibility criteria below. The requirements of this section apply to all subcontractors regardless of tier.
- 5.2. At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following bidder responsibility criteria:
- 5.2.1. At the time of Bid submittal, have a current certificate of registration in compliance with chapter 18.27 RCW;
  - 5.2.2. Have a current Washington State unified business identifier number;
  - 5.2.3. Have industrial insurance coverage for the subcontractor's employees working in Washington as required in Title 51 RCW; an employment security Department number as required in Title 50 RCW; a state excise tax registration number as required in Title 82 RCW; an electrical contractor license, if required by Chapter 19.28 RCW; an elevator contractor license, if required by Chapter 70.87 RCW; and
  - 5.2.4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
  - 5.2.5. Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or



through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW.

## 6. BOND

- 6.1. Contractor shall provide a performance and payment bond to the Owner in accordance with RCW 39.08.010. Such bonds shall be issued by surety licensed to business in the State of Washington acceptable to Owner in a form substantially in compliance with the form included in the Contract Documents. If this Contract is for less than \$150,000, Contractor may authorize the Owner in writing, in lieu of the bond, to retain 10% of the Contract amount in accordance with RCW 39.08.010 to be held and managed consistent with the requirements specified in Paragraph 16.

## 7. INDEMNIFICATION AND HOLD HARMLESS

- 7.1. The Contractor shall indemnify, defend and save the Owner and its commissioners, officers, employees and agents harmless from any and all claims and risks and losses, damages, demands, suits, judgments and attorney's fees or other expenses of any kind on account of or relating to injury to or death of any and all persons or on account of all property damage of any kind, or in any manner connected with the work performed under this Contract, or caused in whole or in part by the Contractor, a subcontractor or their property, employees or agents during performance of the work or at any time before final acceptance, except only for those losses resulting from the sole negligence of the Owner with regard to activities within the Contractor's scope of work
- 7.2. Should a court of competent jurisdiction determine that this Contract 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 Contractor and the Owner, its members, officers, employees and agents, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes Contractor'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.
- 7.3. In an arbitration or lawsuit with respect to this hold harmless provision, the Contractor shall prepare and defend that lawsuit at its own cost and expense. If judgment is rendered or settlement made requiring payment of damages by the Owner, its officers, agents, employees and volunteers, the Contractor shall pay the same.

## 8. INSURANCE

- 8.1. The Contractor shall obtain the insurance described in this section from insurers approved by the State Insurance Commissioner pursuant to RCW Title 48. The insurance must be provided by an insurer with a rating of A-VII or higher in the A.M. Best's Key Rating Guide, which is licensed to do business in the state of Washington

(or issued as a surplus line by a Washington Surplus lines broker). The Owner reserves the right to approve or reject the insurance provided, based on the insurer (including financial condition), terms and coverage, the Certificate of Insurance, and/or endorsements.

- 8.2. The Contractor shall keep this insurance in force during the term of the Contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated in Paragraph 8.3.
- 8.3. If any insurance policy is written on a claims made form, its retroactive date, and that of all subsequent renewals, shall be no later than the effective date of this Contract. The policy shall state that coverage is claims made, and state the retroactive date. Claims-made form coverage shall be maintained by the Contractor for a minimum of 36 months following the Final Completion or earlier termination of this Contract, and the Contractor shall annually provide the Owner with proof of renewal. If renewal of the claims made form of coverage becomes unavailable, or economically prohibitive, the Contractor shall purchase an extended reporting period (“tail”) or execute another form of guarantee acceptable to the Owner to assure financial responsibility for liability for services performed.
- 8.4. The insurance policies shall contain a “cross liability” provision.
- 8.5. The Contractor’s and all sub contractors’ insurance coverage shall be primary and non-contributory insurance as respects the Owner’s insurance, self-insurance, or insurance pool coverage.
- 8.6. The Contractor shall provide the Owner and all Additional Insureds with written notice of any policy cancellation, within two business days of their receipt of such notice.
- 8.7. Upon request, the Contractor shall forward to the Owner a full and certified copy of the insurance policy(s).
- 8.8. The Contractor shall not begin work under the Contract until the required insurance has been obtained and approved by the Owner.
- 8.9. Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the Owner may, after giving five business days notice to the Contractor to correct the breach, immediately terminate the Contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Owner on demand, or at the sole discretion of the Owner, offset against funds due the Contractor from the Owner.
- 8.10. All costs for insurance shall be incidental to and included in the unit or lump sum prices of the contract and no additional payment will be made.
- 8.11. All insurance policies, with the exception of Professional Liability and Workers Compensation, shall name the following listed entities as additional insured(s):

- 8.11.1. The Owner and its officers, elected officials, employees, agents, and volunteers;
- 8.11.2. The above-listed entities shall be additional insured(s) for the full available limits of liability maintained by the Contractor, whether primary, excess, contingent or otherwise, irrespective of whether such limits maintained by the Contractor are greater than those required by this Contract, and irrespective of whether the Certificate of Insurance provided by the Contractor describes limits lower than those maintained by the Contractor. Additional insured status shall include Products Completed Operations.
- 8.12. Contractor shall ensure that each subcontractor of every tier obtains and maintains at a minimum the insurance coverage listed in Paragraph 9. Upon request of the Owner, the Contractor shall provide evidence of such insurance.
- 8.13. The Contractor shall deliver to the Owner a Certificate(s) of Insurance and endorsements for each policy of insurance meeting the requirements set forth herein when the Contractor delivers the signed Contract for the Project. The certificate and endorsements must conform to the following requirements:
- 8.13.1. An ACORD certificate or a form determined by the Owner to be equivalent.
- 8.13.2. Copies of all endorsements naming Owner and all other entities listed in Paragraph 8.11 as Additional Insured(s), showing the policy number. The Contractor may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement. A statement of additional insured status on an ACORD Certificate of Insurance shall not satisfy this requirement.
- 8.13.3. Any other amendatory endorsements to show the coverage required herein.
- 8.14. The insurance shall provide the minimum coverage and limits set forth below. Providing coverage in these stated minimum limits shall not be construed to relieve the Contractor from liability in excess of such limits. All deductibles and self-insured retentions must be disclosed and are subject to approval by the Owner. The cost of any claim payments falling within the deductible shall be the responsibility of the Contractor.
9. TYPES AND LIMITS OF INSURANCE REQUIREMENTS
- 9.1. The Contractor shall maintain Workers' Compensation Insurance and/or Longshore and Harbor Workers Insurance as required by State or Federal statute, for all of his employees to be engaged in work on the Project under this contract and, in case any such work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance and/or Longshore and Harbor Workers' Insurance for all of the latter's employees engaged in such work. The Contractor's Labor & Industries account number shall be noted on the Certificate of Insurance.

- 9.1.1. A policy of Commercial General Liability Insurance, including:  
Per project aggregate  
Premises/Operations Liability  
Products/Completed Operations – for a period of three years following final acceptance of the Project.  
Personal/Advertising Injury  
Contractual Liability  
Independent Contractors Liability  
Stop Gap / Employers’ Liability  
Explosion, Collapse, or Underground Property Damage (XCU)
- 9.1.2. Such policy must provide the following minimum limits:  
\$1,000,000 Each Occurrence  
\$2,000,000 General Aggregate  
\$2,000,000 Products & Completed Operations Aggregate  
\$1,000,000 Personal & Advertising Injury, each offence  
\$2,000,000 Personal & Advertising Injury, Aggregate
- 9.1.3. Stop Gap / Employers’ Liability  
\$1,000,000 Each Accident  
\$1,000,000 Disease - Policy Limit  
\$1,000,000 Disease - Each Employee
- 9.1.4. Automobile Liability for owned, non-owned, hired, and leased vehicles, with an MCS 90 endorsement and a CA 9948 endorsement attached if “pollutants” are to be transported. Such policy(ies) must provide the following minimum limit:  
\$1,000,000 combined single limit
- 9.1.5. The Contractor shall comply with Workers’ Compensation coverage as required by the Industrial Insurance laws of the state of Washington.
- 9.1.6. Contractor shall purchase and maintain property insurance written on a builder’s risk “all-risk” or equivalent policy form (including earthquake and flood coverage) in the amount of the initial Contract Sum, plus value of subsequent contract modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained until final payment has been made as provided in Paragraph 3.2 or until no person or entity other than the Owner has an insurable interest in the property required by this Section to be covered, whichever is later. This insurance shall include interests of the Owner the Contractor, and Subcontractors. The Owner shall be a named insured under such policy.

## 10. CHANGE ORDERS

10.1. The Owner reserves the right to make, at any time during the Project, such changes in quantities and such alterations in the Project as are necessary to satisfactorily complete the project. Such changes in quantities and alterations shall not invalidate the contract nor release the surety, and the Contractor agrees to perform the work as altered. Among others, these changes and alterations may include:

- 10.1.1. Deleting any part of the Project,
- 10.1.2. Increasing or decreasing quantities,
- 10.1.3. Altering specifications, designs, or both,
- 10.1.4. Altering the way the Project is to be done,
- 10.1.5. Adding new work to the Project,
- 10.1.6. Altering facilities, equipment, materials, services, or sites, provided by the Owner.
- 10.1.7. Ordering the Contractor to speed up or delay the Project.

10.2. The Owner will issue a written change order for any change. If the alterations or changes in quantities significantly change the character of the Project under the contract, whether or not changed by any such different quantities or alterations, an adjustment, excluding loss of anticipated profits, will be made to the contract. The basis for the adjustment shall be agreed upon prior to the performance of the work. If a basis cannot be agreed upon, then an adjustment will be made either for or against the Contractor in such amount as the Owner may determine to be fair and equitable.

10.3. The Contractor shall proceed with the work upon receiving:

- 10.3.1. A written change order approved by the Owner.

10.4. The Contractor accepts all requirements of a change order by:

- 10.4.1. endorsing it,
- 10.4.2. writing a separate acceptance, or
- 10.4.3. not protesting in the way this section provides.

10.5. A change order that is not protested as provided in this section shall be full payment and final settlement of all claims for contract time and for all costs of any kind, including costs of delays, related to any work either covered or affected by the change. By not protesting as this section provides, the Contractor also waives any additional entitlement and accepts from the Owner any written or oral order (including directions, instructions, interpretations, and determinations). By failing to follow the procedures of this section, the Contractor completely waives any claims for protested work.

10.6. The Contractor may protest change orders or other claims as provided below:

10.6.1. If the Contractor is in disagreement with anything required in a change order or another written order from the Owner, including any direction, instruction, interpretation, or determination by the Owner, the Contractor shall:

10.6.2. Immediately give a signed written notice of protest to the Owner before doing the work specified in the change order or within fourteen (14) calendar days of the occurrence of an event or events giving rise to a claims, or within fourteen (14) calendar days of the date the Contractor knew or should have known of the facts or events giving rise to a claim, whichever occurs first;

10.6.3. Supplement the written protest within 15 calendar days with a written statement providing the following:

- (a) The date of the protested order or claim
- (b) The nature and circumstances which caused the protest or claim;
- (c) The contract provisions that support the protest or claim;
- (d) The estimated dollar cost, if any, of the protested or claimed work and how that estimate was determined; and
- (e) An analysis of the progress schedule showing the schedule change or disruption if the Contractor is asserting a schedule change or disruption; and

10.7. If the protest is continuing, the information required above, shall be supplemented as requested by the Owner. In addition, the Contractor shall provide the Owner, before final payment, a written statement of the actual adjustment requested. Throughout any protested work, the Contractor shall keep complete records of extra costs and time incurred. The Contractor shall permit the Owner access to these and any other records needed for evaluating the protest as determined by the Owner. The Owner will evaluate all protests provided the procedures in this section are followed. If the Owner determines that a protest is valid, the Owner will adjust payment for work or time. No adjustment will be made for an invalid protest.

**FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF PROTEST OR CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY PROTEST OR CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THE UNDERLYING CHANGE ORDER OR CLAIM OR CAUSED BY THAT DELAY.**

10.8. In spite of any protest or claim, the Contractor shall proceed promptly with the work as the Owner orders.

## **11. CLAIMS**

11.1. The Contractor shall give written notice to the Owner of all claims other than change orders within five (5) calendar days of the occurrence of events giving rise to the claim. Any claim for damages, additional payment for any reason, or extension of time, shall be conclusively deemed to have been waived by the Contractor unless a timely written claim is made in strict accordance with the applicable provisions of

this Agreement. At a minimum, a Contractor's written claim must include the information required in Paragraph 10.6 regarding protests.

11.2. FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM.

11.3. THE CONTRACTOR'S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY THE CONTRACTOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

## 12. TERMINATION

12.1. If Contractor breaches any of its obligations under this Contract, and fails to cure the same within five (5) days of written notice to do so, the Owner may terminate this Contract, in which case the Owner shall pay the Contractor cost incurred to date of written notice.

12.2. The Owner may terminate this Contract upon ten (10) days written notice to the Contractor for any reason and without cause in which case the Owner shall pay the Contractor for costs incurred to the date of written notice.

## 13. CONTRACTOR RECORDS

13.1. Contractor agrees to make all project related books and records available to the Owner for inspection, review, photocopying and audit in the event of a Contract related dispute, claim, modification or other Contract related action at reasonable times and at places designated by the Owner.

## 14. DEFECTIVE OR UNAUTHORIZED WORK

14.1. The Owner reserves the right to withhold payment from the Contractor for any defective or unauthorized work. Defective or unauthorized work includes, without limitation: work and materials that do not conform to the requirements of this contract, and extra work and materials furnished without the Owner's written approval. If the Contractor is unable, for any reason, to satisfactorily complete any portion of the Project, the Owner may complete the Project by contract or otherwise, and the Contractor shall be liable to the Owner for any additional costs incurred by the Owner. "Additional costs" means all reasonable costs incurred by the Owner, including legal costs and attorneys' fees, beyond the maximum contract price under this Agreement. The Owner further reserves the right to deduct the cost to complete the Project, including any additional costs, from any amounts due or to become due to the Contractor

## 15. PREVAILING WAGES

15.1. The Contractor represents under penalty of perjury of the laws of the state of Washington, that the only individuals providing services under this contract are exempt from prevailing wages pursuant to WAC 296-127-026 as either the sole owner or spouse of the owner of Contractor's company, a partner owning at least thirty percent of Contractor's Company or the president, vice president or treasurer of the Contractor's corporation if such officer owns at least thirty percent of the corporation.

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**Signature of Contractor**

**If not signed by Contractor, the following paragraph shall control.**

15.2. The Contractor shall pay prevailing wages and shall comply with chapter RCW 39.12 and chapter 49.28 RCW. A Notice of Intent to Pay Prevailing Wages and prevailing wage rates for the Project must be posted on the Project site. At the conclusion of the Contract, the Contractor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification by the director. Final payment on the Contract shall be withheld until certification by the director has been received by the Owner that the prevailing wage requirements of the statute have been satisfied. The Contractor certifies that it has not been cited for two violations within the last five (5) years, and is not prohibited from bidding on public works contract. The Contractor further certifies that it will use no sub-contractor who is prohibited.

15.3. Prevailing Wages for the county in which the Project is located can be found at:  
<http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/IsPrevWageJob/default.asp>

## 16. RETAINAGE

16.1. The contract sum is less than \$350,000 and Contractor has posted a Performance Bond. Accordingly, Owner hereby waives the retained percentage and Contractor expressly agrees that Contractor shall be strictly liable for any and all failures to pay the State with respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract, including attorney fees incurred by Owner, to enforce this obligation.

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**Signature of Owner**

**If not signed by Owner, the following paragraphs shall control.**



- 16.2. Pursuant to RCW 60.28, a sum of 5 percent (or 10 percent if the Contract Sum is less than \$150,000 and Contractor has requested a waiver of the performance bond requirement under Paragraph 6) of the monies earned by the Contractor will be retained from progress estimates. Such retainage shall be used as a trust fund for the protection and payment (1) to the State with respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract.
- 16.3. Monies retained under this Section shall be retained in a fund by the Owner unless Contractor elects for an alternative method of holding the retainage as provided under RCW 60.28.
- 16.4. The Contractor agrees to notify Owner within five (5) days of the receipt of any of the following:
- 16.4.1. Notification that a lien may be claimed by any person, firm or corporation furnishing materials, supplies or equipment to any subcontractor for work on the project in accordance with RCW 60.28.015.
  - 16.4.2. Notification by the Department of Labor and Industries of any proceedings, complaint or investigation conducted under the provisions of RCW 39.12.065.
  - 16.4.3. The retained percentage may be held by Owner until all claims and proceedings referred to above have been resolved to the satisfaction of Owner.
  - 16.4.4. In the event the retainage is insufficient to cover payment of the items set forth in Section 16.2 Contractor shall be liable for all such insufficiencies and all costs incurred by Owner, including attorney fees, to recover such insufficiencies.

## 17. PROJECT SAFETY.

- 17.1. The Contractor shall be solely and completely responsible for safety conditions on the job site, including the safety of all persons and property during performance of the work to complete the Project. The services of Owner's employees or the Owner's agents or Consultant's personnel in conducting construction review of the Contractor's performance is not intended to include review of the adequacy of the Contractor's work methods, equipment, bracing, scaffolding or trenching, or safety measures in, on or near the construction site. The Contractor shall provide safe access for the Owner and its inspectors to adequately inspect the quality of work and the conformance with project specifications.
- 17.2. Contractor is responsible for locating any underground utilities affected by the Project and is deemed to be an excavator for purposed of chapter 19.122 RCW. Contractor shall be responsible for compliance with chapter 19.122 RCW, including utilization of the "one call" locator system before commencing any excavation activities. Contractor is also responsible for ensuring adequate trench safety and compliance as required by the Washington State Industrial and Health Act. The Contractor shall be

responsible to notify, pay for and coordinate Contractor's work with One Call service at 456-8000.

- 17.3. All work shall be performed to comply with all county, state and federal safety regulations. Barricades, signs, guards and warning lights shall be installed around the construction site necessary to protect persons from injury. Security fencing is required until the project site is secure and all openings are lockable.

## 18. DISPUTE RESOLUTION

- 18.1. If the parties are unable to resolve a dispute regarding this Agreement through negotiation, any party may request mediation through a process to be mutually agreed to in good faith between the parties within 30 days of a party notifying the other parties in writing that a dispute exists "Dispute Notice." The participating parties shall share equally the costs of mediation and each participating party shall be responsible for its own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.
- 18.2. If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute then, within 45 calendar days of the Dispute Notice or within 30 days of end of the mediation, either party may submit the dispute to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Superior Court as amended, located in the county in which the Project is located, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator selected pursuant to the Mandatory Arbitration Rules with all participating parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. The prevailing party, in addition to costs, shall be entitled to reasonable attorney's fees as determined by the arbitrator.
- 18.3. Following the arbitrator's issuance of a ruling/award, either party shall have 30 calendar days from the date of the ruling/award to file and serve a demand for a bench trial de novo in the Superior Court of the County in which the Project is located. The court shall determine all questions of law and fact without empanelling a jury for any purpose.
- 18.4. Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.
- 18.5. The prevailing party in any action to enforce the terms of this contract, in addition to costs, shall be entitled to reasonable attorney's fees and expenses of arbitration

including expert witness fees, paralegal costs and copying costs as determined by the arbitrator or court including costs and fees incurred on appeal.

## 19. SUSPENSION OF THE WORK

19.1. The Owner may, at any time suspend the Project, or any part thereof, by giving notice to the Contractor in writing. The work shall be resumed by the Contractor within fourteen (14) calendar days after the date fixed in the written notice from the Owner to the Contractor to do so. The Owner shall not reimburse the Contractor for expense incurred by the Contractor in connection with the work under this contract as a result of such suspension.

19.2. Suspension of the Project by the Owner shall not furnish any ground for claim by the Contractor for damages or extra compensation, but the period of such suspensions shall be taken into consideration in determining the revised date for completion as hereinafter provided. The Contractor shall not suspend work under the contract without the written order of the Owner as stated in the preceding paragraph. The Contractor will be required to work a sufficient number of hours per day in order to complete the project within the days specified. The Owner shall determine the question as to the necessity of discounting any portion of the Project by reason of unfavorable weather conditions.

19.3. Upon failure of the Contractor to carry out the orders of the Owner or to perform work under the contract in accordance with its provisions, the Owner may suspend the work for such period, as Owner deems necessary. Time lost by reason of such failure or in replacing improper work or materials shall not furnish any ground to the Contractor for claiming an extension of time or extra compensation and shall not release the Contractor from damages of liability from failure to complete the work within the time prescribed.

## 20. USE OF COMPLETED PORTION OF PROJECT

20.1. The Owner shall have the right to take possession of and use any completed or partially completed portions of the Project, notwithstanding that the time may not have expired for completing the entire Project. Such taking possession and use shall not be deemed to be completion of the contract in respect to such work nor shall the same be deemed to be any acceptance of any work not completed in accordance with the Contract Documents.

## 21. AUTHORITY OF OWNER'S CONSULTANT

21.1. The Owner may designate an Architect, Engineer or other consultant as the Owner's Consultant at any time under this Contract. In the event the Owner designates such a Consultant, the Consultant shall have the following express authority plus any additional authority granted by the Owner in writing during the performance of this Agreement by Contractor:

- 21.1.1. The Consultant shall act as advisor and Consultant to the Owner in matters relating to the contract administration and interpretation, PROVIDED, HOWEVER, nothing contained herein or elsewhere in the Contract Documents shall be construed as requiring the Consultant to direct the method or manner of performing any work by the Contractor under this contract.
- 21.1.2. It is understood and agreed by and between the parties hereto that the Project included in the contract is to be done to the complete satisfaction of the Owner and Consultant and that the decision of the Owner and Consultant as to the true construction and meaning of the contract, plans, specifications and estimates and as to all questions arising as to proper performance of the work to complete the Project shall be final. The Consultant shall determine the unit quantities and the classifications of all work done and material furnished under the provisions of this agreement and Consultant's determination thereof shall be final and conclusive and binding upon the Contractor.
- 21.1.3. The Consultant shall decide any and all questions that may arise as to the quality or acceptability or materials furnished and work performed and as to the rate of progress of the Project, and questions as to acceptable fulfillment and performance of the contract on the part of the Contractor and as to compensation. The decision of the Consultant in such matters shall be final. The Consultant may direct the sequence of conducting work when it is in locations where the Owner is doing work either by contract or by its own forces, or where such other works may be affected by the contract, in order that conflict may be avoided and the work under these specifications be harmonized with that under other contracts, or with specifications be harmonized with that under other contracts, or with other work being done in connection with, or growing out of, operations of the Owner. Nothing herein contained, however, shall be taken to relieve the Contractor of any of its obligations or liabilities under the contract.
- 21.1.4. The Consultant shall not have authority to waive the obligation of the Contractor to perform the Project work in accordance with the Contract Documents. Failure or omission on the part of the Consultant to condemn unsuitable, inferior or defective work and /or labor and material or equipment furnished under the contract shall not release the Contractor or Contractor's bond from performing the Project in accordance with the Contract Documents.
- 21.1.5. Determination of "OR EQUAL". The Consultant will be the sole judge in the question of "or equal" of any supplies of materials proposed by the Contractor. The Contractor shall pay to the Owner the cost of test and evaluations by the Consultant to determine acceptability of alternates proposed by the Contractor, in accordance with the established rates of the Consultant for time and expense, the total cost of which may be offset by the Owner against the contract price.

21.1.6. Inspection of Work and Materials: The Consultant will make periodic visits to the job to familiarize Consultant generally with the progress and quality of the Contractor's work. The Consultant will carry out reasonable inspections of the work to determine if it is proceeding in accordance with the Contract Documents.

21.1.7. The Consultant shall at all times have access to the Project to observe the progress and quality wherever it is in preparation or progress, and the Contractor shall provide proper facilities for such access and for necessary inspection and testing. If any work should be covered up without approval or consent of the Consultant, it must, if required by the Owner, be uncovered for inspection at the Contractor's expense. After inspection, the Owner may order a re-examination of questioned work, and if so ordered, the Contractor shall uncover the work. If such work is found by the Consultant to be in accordance with the Contract Documents, the Owner shall pay the cost of re-examination and replacement. If such work be found not in accordance with the Contract Documents, the Contractor shall pay such costs.

## 22. PLANS AND WORKING DRAWINGS

22.1. Upon receipt of award of contract, the Contractor shall carefully study and compare all drawings, specifications and other instructions and shall, prior to ordering material or performing work, report in writing to the Owner any error, inconsistency or omission in respect to design, mode of construction or cost which Contractor may discover. If the Contractor, in the course of this study or in the accomplishment of the Project, finds any discrepancy between the drawings and the physical condition of the locality as represented in the drawings, or any such errors or omissions in respect to design, mode of construction or cost in the drawings or in the layout as given by points and instructions, it shall be Contractor's duty to inform the Owner immediately in writing. Any work done after such discovery, until correction of drawings or authorization of extra work is given, if the Owner finds that extra work is involved, will be done at the Contractor's risk. If extra work is involved, the procedure shall be as provided in changes in the Project.

22.2. Conformity With and Deviations From Plans and Stakes: The Contractor shall preserve bench marks, reference points and stakes, and in case of destruction or removal thereof for any reason, the Contractor is responsible for the resulting cost for replacement and shall be responsible for any mistakes and loss or damage arising therefrom which may be caused by absence, destruction, removal or disturbance thereof.

## 23. FINAL ACCEPTANCE

23.1. All material and completed work are subject to final inspection by the Owner.

23.2. Completion and/or Correction of Work and Remedies Before Final Payment: If the Contractor should neglect to prosecute the work properly and/or fail to perform any

provision of this contract, the Owner after seven (7) calendar days' written notice to the Contractor, may, without prejudice to any other remedy Owner may have, make good such deficiencies and deduct the cost thereof from payments then or thereafter due the Contractor.

23.3. The Contractor shall promptly remove from the construction site all materials condemned by the Owner as failing to conform to the contract, whether incorporated in the Project or not; and the Contractor shall promptly replace and re-execute the work in accordance with the intent of the contract and without expense to the Owner and shall bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement. If the Contractor does not remove such condemned work and material within the period herein above described, the Owner may remove and store any such material at the expense of the Contractor. If the Contractor does not pay the cost of such removal within ten (10) calendar days from the date the notice to the Contractor of the fact of such removal, the Owner may, upon an additional ten (10) calendar days' written notice, sell such materials at public or private sale, and deduct all costs and expenses incurred, including costs of sale, accounting to the Contractor for the net proceeds remaining, and the Owner may bid at any such sale. The Contractor shall be liable to the Owner for the amount of any deficiency from any funds otherwise due the Contractor.

23.4. The Contractor shall bear the risk of loss or damage for all finished or partially finished work until the Owner finally accepts the entire contract.

## 24. SUPERINTENDENT AND SUPERVISION

24.1. The Contractor shall keep on the construction site during progress of the Project a competent superintendent and any necessary assistants, all satisfactory to the Owner. The superintendent shall not be changed except with the consent of the Owner, unless the superintendent proves to be unsatisfactory to the Contractor and ceases to be in Contractor's employ. The superintendent shall represent the Contractor in Contractor's absence and all directions given to the superintendent shall be as binding as though given to the Contractor. Instructions to the Contractor shall be confirmed in writing upon Contractor's request in each case. The Contractor shall give efficient supervision to the Project, using Contractor's best skill and attention.

## 25. SEPARATE CONTRACT -INTERFERENCE WITH OTHER CONTRACTORS

25.1. The Owner reserves the right to perform work with its own forces or to let other contracts for work under similar general conditions in connection with this project, of which the work is awarded to one or more contractors under separate contract is a part. The Contractor shall afford the Owner and other contractors' reasonable opportunity for the introduction and storage of their materials and the execution of their respective work and shall properly connect and coordinate Contractor's work with theirs.

## 26. GENERAL CONTRACTOR RESPONSIBILITIES

- 26.1. Permits, permission under franchises, licenses and bonds of a temporary nature necessary for and during the prosecution of the Project, and inspection fees in connection therewith shall be secured and paid for by the Contractor. Where the Owner is required to secure such permits, permission under franchises, licenses and bonds against the Contractor the Owner may offset the costs incurred against the contract price.
- 26.2. The Contractor shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work required by the Contract Documents. If the Contractor observes that the Contract Documents, or any part thereof, are inconsistent or at variance therewith, Contractor shall promptly notify the Owner in writing, and any necessary changes shall be made as provided in the contract for changes in Project. If the Contractor performs any work contrary to such laws, ordinances, rules and regulations or prior to obtaining permits, permission under franchises, licenses and/or bonds as required to be furnished by or obtained by the Owner, Contractor does so at Contractor's own risk and without payment or reimbursement from Owner unless Owner shall have given written approval thereof to the Contractor.
- 26.3. The Contractor shall continuously maintain adequate protection of the Project from damage and shall protect the Owner's property from injury or loss arising in connection with or during the existence of this contract. Contractor shall make good any such damage, injury or loss, except such as may be directed due to errors in the Contract Documents or caused by agents or employees of the Owner. Contractor shall adequately protect adjacent property from loss or damage occasioned by performance of the work. Contractor shall provide and maintain all passageways, guard fences, lights and other facilities for protection required by public authority or local conditions.

## 27. WARRANTY

- 27.1. Upon acceptance of the contract work, contractor must provide the Owner a one-year warranty bond in a form and amount acceptable to the Owner. The contractor shall correct all defects in workmanship and materials within one (1) year from the date of the Owner's acceptance of the contract work. In the event any parts are repaired or replaced, only original replacement parts shall be used—rebuilt or used parts will not be acceptable. When defects are corrected, the warranty for that portion of the Project shall extend for one (1) year from the date such correction is completed and accepted by the Owner. The contractor shall begin to correct any defects within seven (7) calendar days of its receipt of notice from the Owner of the defect. If the contractor does not accomplish the corrections within a reasonable time as determined by the Owner, the Owner may complete the corrections and the contractor shall pay all costs incurred by the Owner in order to accomplish the correction.

## 28. LIMITATION OF ACTIONS

**28.1. CONTRACTOR MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS AGREEMENT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR CONTRACTOR'S ABILITY TO FILE THAT CLAIM OR SUIT SHALL BE FOREVER BARRED. THIS SECTION FURTHER LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.**

## 29. MISCELLANEOUS PROVISIONS

29.1. Independent Contractor. The parties intend that the Contract Document will create an independent contractor relationship.

29.2. Nondiscrimination. In the hiring of employees for the performance of work under the Contract Documents the Contractor, its subcontractors, or any person acting on behalf of Contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

29.3. Compliance with Laws. Contractor shall comply with all federal, state and local laws, rules and regulations that are now effective or in the future become applicable to Contractor's business, equipment, and personnel engaged in operations covered by the Contract Documents or accruing out of the performance of those operations.

29.4. Work Performed at Contractor's Risk. Contractor shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the Project. All work shall be done at Contractor's own risk, and Contractor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the Project.

29.5. Nonwaiver of Breach. The failure of the Owner to insist upon strict performance of any of the terms and rights contained herein, or to exercise any option herein conferred in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and they shall remain in full force and effect.

29.6. Governing Law. The Contract Documents shall be governed and construed in accordance with the laws of the State of Washington. If any dispute arises between the Owner and Contractor under any of the provisions of the Contract Documents, resolution of that dispute shall be available only through the jurisdiction, venue, and rules of the Superior Court of the County in which the Project is located.

29.7. Written Notice. All communications regarding the contract shall be sent to the parties at the addresses listed on the signature page of the contract, unless otherwise notified. Any written notice shall become effective upon delivery, but in any event three (3)



calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in the contract.

29.8. Assignment. Any assignment of this contract by the Contractor without the written consent of the Owner shall be void.

29.9. Modification. No waiver, alteration, or modification of any of the provisions of the Contract Documents shall be binding unless in writing and signed by a duly authorized representative of the Owner and Contractor.

29.10. Severability. If any one or more sections, sub-sections, or sentences of the contract are held to be unconstitutional or invalid, that decision shall not affect the validity of the remaining portion of the contract and the remainder shall remain in full force and effect.

29.11. Entire Agreement. The written provisions and terms of the Contract Documents, which include these General Conditions as well as the mechanical, electrical, and structural consultants' specifications, provisions, and plans, together with any attached exhibits, supersede all prior verbal statements by any representative of the Owner, and those statements shall not be construed as forming a part of or altering in any manner the Contract Documents. The Contract Documents and any attached Exhibits contain the entire agreement between the parties. Should any language in any Exhibit to the Contract Documents conflict with any language contained in the Contract Documents, the terms of the Contract Documents shall prevail.

**Owner**

**Contractor**

By: \_\_\_\_\_

By: \_\_\_\_\_

Contractor Reg. No. \_\_\_\_\_

UBI Number: \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

## EXHIBIT B - STATEMENT OF CONTRACTOR'S QUALIFICATIONS

Each Contractor submitting a Quote for this Project shall submit, as part of its Quote, the following information:

1. Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_
2. Contractor's Business Name: \_\_\_\_\_
3. Business address: \_\_\_\_\_
4. Business phone: \_\_\_\_\_ Fax: \_\_\_\_\_
5. Contractor Registration-
  - Washington State License Number \_\_\_\_\_ Status: Active Yes: \_\_\_ No: \_\_\_
6. How many years have you been engaged in the contracting business under the present firm name? \_\_\_\_\_
7. Describe the general character of work performed by your company: \_\_\_\_\_  
\_\_\_\_\_
8. List major contracts completed by your company, including contracting agency, type of work and approximate costs: (Provide at least three contract references with phone numbers- Provide additional pages if needed)
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_
  - c) \_\_\_\_\_
9. Bank references: \_\_\_\_\_
10. State of Washington Excise Tax Registration No.: \_\_\_\_\_
11. Industrial Insurance Account No.: \_\_\_\_\_ Account Current: Yes \_\_\_ No \_\_\_
12. Current UBI Number: \_\_\_\_\_ Account: Open \_\_\_ Closed \_\_\_
13. Employment Security Department (ESD)
  - Number: \_\_\_\_\_
  - Documentation available from ESD: Yes \_\_\_ No \_\_\_
14. Is your company or any company with which the bidder is affiliated, listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries? Yes \_\_\_ No \_\_\_
15. I certify that other contracts now in progress or hereafter obtained will not interfere with timely performance of this project should I be awarded the contract  
  
Company: \_\_\_\_\_  
  
Authorized Signature: \_\_\_\_\_  
  
Print Name and Title: \_\_\_\_\_

## EXHIBIT C – QUOTE FORM

Project Name: \_\_\_\_\_  
Project No.: \_\_\_\_\_  
Name of Firm: \_\_\_\_\_

In compliance with the contract documents, the following Quote is submitted:

### 1) BASE QUOTE

\_\_\_\_\_ \$ \_\_\_\_\_  
(Print dollar amount in space above. **Do not include Washington State Sales Tax**)

Additional hourly rate for any ad-hoc work requested outside the Scope of Work \$ \_\_\_\_\_

2) Outline of work to be completed addressing the Scope of Work: (attach separate sheet if necessary)

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3) Outline of major Equipment, materials and supplies: (attach separate sheet if necessary)

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### 4) ALTERNATES (*Specify whether additive or deductive*)

(1) _____	\$ _____
(2) _____	\$ _____
(3) _____	\$ _____
(4) _____	\$ _____
(5) _____	\$ _____

(6) \_\_\_\_\_ \$ \_\_\_\_\_

**Do not include Washington State Sales Tax in alternate amounts.**

Time for Completion

The undersigned hereby agrees to complete all the work under the Base Quote (and accepted alternates) within \_\_\_\_\_ after the date of Notice to Proceed.

UNIT PRICES (Where applicable) (Do not include Washington State Sales Tax)

<u>Item No.</u>	<u>Unit Description</u>	<u>Estimated Quantities</u>	<u>Additive Unit Price</u>	<u>Deductive Unit Price</u>	<u>Per Measurement</u>
1.			\$	\$	
2.			\$	\$	
3.			\$	\$	
4.			\$	\$	
5.			\$	\$	

The above unit prices shall be for any additive and deductive work within 15% of the above estimated quantities. The unit price shall include full compensation for the cost of labor, materials, equipment, overhead, profit and any additional costs associated with the unit bid.

**PROPOSED SUBCONTRACTORS** (Per RCW 39.30.060)

The following is a list of the Subcontractor's that will be used on the work if the Bidder is awarded the Contract.

<b>Work to be Performed</b>	<b>Subcontractor</b>

Receipt of Addenda

Receipt of the following addenda is acknowledged:

Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_

**Quote Signature.** The Quote shall be signed by the Bidder, as follows:

Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" in the Official Capacity line.

Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" in the Official Capacity line.

Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. If the Quote is signed by officials other than the president and secretary of the company, or the president / secretary / treasurer of the company, a copy of the by-law resolution of their board of directors authorizing them to do so, must also be submitted with the Quote.

Joint Venture: Each party of the joint venture shall sign in a manner appropriate to such party as described above, similar to the requirements of a Partnership.

Name of Firm _____		
Signed by _____, Official Capacity _____		
Print Name _____		
Signed by _____, Official Capacity _____		
Print Name _____		
Signed by _____, Official Capacity _____		
Print Name _____		
Address _____		
City _____	State _____	Zip Code _____
Date _____	Telephone _____	FAX _____
State of Washington Contractor's License No. _____		UBI No. _____
Federal Tax ID # _____		e-mail address: _____

**EXHIBIT D**

**COMBINED AFFIDAVIT & CERTIFICATION FORM:  
NON-COLLUSION, MINIMUM WAGE (NON-FEDERAL AID)**

**NON-COLLUSION AFFIDAVIT**

Being first duly sworn, deposes and says, that he/she is the identical person who submitted the foregoing Quote, and that such Quote is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and further, that the deponent has not directly induced or solicited any other individual or entity to put in a sham quote, or to refrain from submitting a quote, and that deponent has not in any manner sought by collusion to secure to himself/herself or to any other person any advantage over other bidder or bidders.

AND

**MINIMUM WAGE AFFIDAVIT FORM**

I, the undersigned, having duly sworn, deposed, say and certify that in connection with the performance of the work of this project, I will pay each classification of laborer, workman, or mechanic employed in the performance of such work not less than the prevailing rate of wage or not less than the minimum rate of wage as specified in the principal contract; that I have read the above and foregoing statement and certificate, know the contents thereof and the substance as set forth therein is true to my knowledge and belief.

---

**NAME OF BIDDER'S FIRM**

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**SIGNATURE OF AUTHORIZED REPRESENTATIVE OF BIDDER**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Notary Public in and for the State of  
Washington, residing at**

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Form S.F. 352 (3.94)	Central Pierce Fire & Rescue PAYMENT AND PERFORMANCE BOND
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Date Bond Executed
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See Instructions to Bidders

NOTE: Type or Print in Ink

Principal (Legal Name and Business Address)	Type of Organization (Check One)	
Surety(ies) (Name(s) and Business Address(es))	<input type="checkbox"/> Individual	<input type="checkbox"/> Partnership
	<input type="checkbox"/> Joint Venture	<input type="checkbox"/> Corporation
	Contract Date	Contract Number
	Sum Amount of bond (Including State Sales Tax)	
	Dollars	
	(\$ )	

We, the Principal and Surety(ies), in accordance with the Revised Code of Washington, are firmly bound and obligated to East Jefferson Fire Rescue in the above sum amount on conditions set forth below, for the payment of which we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

THE CONDITION OF THIS OBLIGATION IS SUCH, that the Principal entered into the contract identified above.

THE ABOVE OBLIGATION shall be void and of no effect if the Principal performs and fulfills all the provisions of such contract and any extensions or modifications thereof that may be made by Central Pierce Fire & Rescue, and faithfully pays all laborers, mechanics and subcontractors and materialmen, and all persons who shall supply such person or persons, or subcontractors, with materials and supplies for the carrying on of such work and shall indemnify Central Pierce Fire & Rescue against any loss or damage directly due to the failure of the Principal to faithfully perform the contract identified above.

IN WITNESS WHEREOF, the Principal and Surety(ies) have executed this payment and performance bond and have affixed their signatures and seals on the date set forth above.

1. Name of Principal and Title				Phone No.	Signature	L.S. (Corporate Seal)	
2.							
Name and Address						Liability Limit	L.S. (Corporate Seal)
Surety A	Name and Title (Attorney in Fact)			Phone No.	Signature		
	Name and Title (Resident Agent)			Phone No.	Signature		
Name and Address						Liability Limit	L.S. (Corporate Seal)
Surety B	Name and Title (Attorney in Fact)			Phone No.	Signature		
	Name and Title (Resident Agent)			Phone No.	Signature		

## EXHIBIT F

### Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

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Bidder’s Business Name

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Signature of Authorized Official\*

---

Printed Name

---

Title

---

Date

---

City

---

State

*Check One:*

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

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If a co-partnership, give firm name under which business is transacted:

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*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*



## **EXHIBIT G**

### **Certification of Compliance with Public Works Contractor Training Requirements**

The bidder hereby certifies that the bidder is in compliance with the Washington State Department of Labor and Industries Contractor Training Requirement established by RCW 34.04.350 or is exempt from such requirements

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

---

Bidder's Business Name

---

Signature of Authorized Official\*

---

Printed Name

---

Title

---

Date

---

City

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State

## **EXHIBIT H – PREVAILING WAGE RATES**

This Project requires the payment of prevailing wages. Applicable Prevailing Wage Rates can be found at: <http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>

Contractors shall use the wage rates in effect in the County in which the Project is located on the due date of the bid. A copy of the applicable wage rates is available for viewing at the Owner's headquarters station and a hard copy will be mailed if requested.

## **EXHIBIT I – SCOPE OF WORK**

Policy 353.F – Limited Small Works Roster Request for Public Works Project Quotes  
\$30-\$50K

**Central Pierce Fire & Rescue**  
**Limited Small Works Roster Request For Quotes**  
**Project: [PROJECT DESCRIPTION]**

Central Pierce Fire & Rescue “Owner” is a special purpose junior taxing district providing fire and EMS services within [COUNTY] County, Washington. The Owner is seeking quotes for [PROJECT DESCRIPTION] as more specifically described below “Quotes.” Quotes will be accepted [REDACTED] through [REDACTED]. A contract will be awarded by the Board of Commissioners after [REDACTED].

All Contractors submitting a Quote shall comply with the following requirements and such requirements shall be part of the contract to perform the work.

- 1. Submission Deadline.** Quotes will be accepted until [REDACTED] PM on [REDACTED] at [AGENCY ADDRESS], via mail at Central Pierce Fire & Rescue [AGENCY ADDRESS] or via email at [REDACTED].
- 2. Introduction.** The Owner is seeking proposals to for the purpose of [PROJECT DESCRIPTION] “Project”. The purpose of this request for Quotes is to evaluate proposals for the Project from qualified contractors and to select the Contractor whose proposal best meets the needs of the Owner in terms of cost efficiency, work quality and timeliness.
- 3. Knowledge of Project.** The Contractor submitting a Quote has examined the site, local conditions, bid documents, and all applicable laws and ordinances covering the Project contemplated. The Contractor is familiar with the terms, provisions, and requirements of the foregoing, all of their respective terms and conditions are incorporated herein by this reference and the Quote is tendered as an offer to perform the Project and furnish the equipment, materials, appurtenances, and guarantees, complete in place, in good working order.
- 4. Proof of Competency of Contractor.** To demonstrate qualification for performing the Project, Contractors may be requested to submit written evidence of financial position, previous experience, current commitments, references from prior customers relating to ability perform the work. Each Contractor submitting a Quote must meet the following minimum requirements and must insure that all subcontractors that will be used also meet the minimum requirements.:
  - 4.1.** At the time of Quote submittal, have a current certificate of registration in compliance with chapter 18.27 RCW, proof of which must be submitted with the Quote;
  - 4.2.** Have a current state unified business identifier number;
  - 4.3.** Have industrial insurance coverage for the Contractor’s employees working in Washington as required in Title 51 RCW; an employment security department number

as required in Title 50 RCW; and a state excise tax registration number as required in Title 82 RCW.

- 4.4.** Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
- 4.5.** Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW.
- 4.6.** Comply with the Public Works Training requirements required by RCW 34.04.350.
- 5. Project Timeline.** Completion of the project in its entirety will not exceed \_\_\_\_\_ (xx) consecutive days. The date range for start and completion of the Project shall be from \_\_\_\_\_, 20\_\_\_\_ through \_\_\_\_\_, 20\_\_\_\_.
- 6. Insurance.** Contractor agrees to obtain at its own cost and expense insurance as specified in the contract form attached hereto as Exhibit A.
- 7. Prevailing Wages.** Unless exempt under WAC 296-127-026, Contractor shall pay prevailing wages as currently published by the Washington State Department of Labor and Industries and shall comply with chapters RCW 39.12 and RCW 49.28. A Notice of Intent to Pay Prevailing Wages and prevailing wage rates for the Project must be posted for the benefit of workers. At the conclusion of the Contract, the Contractor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification by the director. Final payment on the Contract shall be withheld until certification by the director has been received by the Owner that the prevailing wage requirements of the law have been satisfied. The Contractor hereby certifies that it has not been cited for two violations within the last five (5) years, and is thus not prohibited from bidding on public works contracts. The Contractor further assures the Owner that it will use no sub-contractor who is thus prohibited.
- 8. Laws and Regulations.** The Contractor's attention is directed to the fact that all applicable State laws, municipal ordinances, and rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the Contract throughout, and they shall be deemed to be included in the Contract the same as though written out in full therein. Contractors are advised that if successful, they will be required to meet all applicable federal, state, and local laws pertaining to permits, licenses, fees and taxes, as well as laws pertaining to employment and wages. Contractors are responsible for determining the extent and applicability of such laws.
- 9. Guaranty.** The Contractor shall and does hereby guarantee for a period of one (1) year from date of acceptance by the Owner all materials, workmanship and equipment installed under this contract to be as specified and of a good quality. Should any defect develop due to faulty material or workmanship within the guarantee period, the Contractor shall correct the defect and make good all damages that may have been caused by the defect. This work shall be done promptly and without cost to the Owner and at the entire expense of the

Contractor. The Contractor shall provide to Owner all manufacturer warranties at the completion of the work.

- 10. Contract Award.** The Owner reserves the right to reject any or all Quotes, to waive minor irregularities in any Quotes or in the procedures and to accept any Quote presented which the Owner deems to be the lowest responsible bidder whose Quote in the best interest of Owner.
- 11. Accessibility.** The Owner is fully compliant with the Americans with Disabilities Act (ADA) and will make reasonable accommodations as required, if such requests are made known to the Project Manager identified below a minimum of three (3) weekdays prior to any required need.
- 12. Public Records.** All submitted bids shall become the property of Owner and are subject to Washington State Open Records Law and available for public viewing after the submittal deadline.
- 13. Contract Form:** Contractor shall execute the form of Agreement attached as Exhibit A.
- 14. Statement of Qualifications.** See Exhibit B.
- 15. Quote Form.** See Exhibit C.
- 16. Minimum Wage/Non Collusion Affidavit.** See Exhibit D
- 17. Certification of Compliance with Wage Payment Statutes.** See Exhibit E.
- 18. Certification of Compliance with Contractor Training Requirements.** See Exhibit F.
- 19. Prevailing Wage Rates.** See Exhibit G.
- 20. Scope of Work.** See Exhibit H.
- 21. Owner Information:**

Any questions that arise as a result of this Request for Quotes may be addressed to:

Project Manager:	
Mailing Address:	[AGENCY ADDRESS]
Email Address:	
Phone:	

## EXHIBIT A CONTRACT FORM

### PUBLIC WORKS CONTRACT

**(Under \$50,000 No Subcontractors, Single Payment, Bond Waived)**

This Contract is entered into between Central Pierce Fire & Rescue, a municipal corporation, referred to as "Owner", and \_\_\_\_\_, referred to as "Contractor."

In consideration of the following terms and conditions and those contained in the documents incorporated by reference and made a part of this Contract, the parties agree as follows:

#### 1. THE PROJECT

- 1.1. The Contractor shall perform all work and furnish all tools, materials, labor and equipment for the Owner and all work associated with the project entitled: [PROJECT DESCRIPTION].
- 1.2. The Project shall be performed in accordance with this Public Works Contract and the following Contract Documents: **Exhibit 1 – Scope of Work, Exhibit 2, Contractor's Estimate** and all other forms and documents referenced in such documents which are hereby referred to as the Contract Documents and by this reference are made a part of this Contract.
- 1.3. The Contract Documents, shall be read together. Unless otherwise specified in this Agreement. In the event that any of the terms of Contract Documents conflict with each other, the following shall be the order of precedence:
  - 1.3.1. The terms of this Document entitled "Public Works Contract" shall take precedence over the terms of **Exhibits 1, and 2. The terms of Exhibit 1 shall take precedence over the terms of Exhibit 2.** Any conflicts in the contract documents shall be brought to the attention of the Owner.
- 1.4. The Contractor will begin work within **xx** calendars days after the date of the written Notice to Proceed and be substantially completed within **xx** calendar days and fully completed within an additional **xx** calendar days. If the Project is not completed within the time specified, the Contractor agrees to pay to the Owner liquidated damages in accordance with the provisions contained in the Contract Documents. The Contractor shall provide and bear all expense of all equipment, work, and labor of any sort whatsoever that may be required for the materials and for constructing and completing the Project provided for in this Contract, except for those noted in the specifications to be furnished by the Owner and installed by Contractor.
- 1.5. The Contractor shall provide and bear all expense of all equipment, work, and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the Project provided for in the Contract Documents and

every part thereof, except as mentioned in the specifications to be furnished by the Owner.

1.6. The Contractor shall guarantee the materials and work for a period of one year after completion of the Project.

1.7. The Contractor is responsible for complying with all Federal, State, and local regulations affecting the Project including but not limited to Chapter 70.86 RCW, Chapter 296-305 WAC and Chapter 294-24WAC.

## 2. CONTRACT SUM

2.1. The Owner shall pay the Contractor for the full performance of the Contract the sum of \$\_\_\_\_\_, plus Washington State Sales Tax. Washington State Sales Tax shall be stated separately on Contractor's invoice.

2.2. The Contractor shall provide a detailed invoice at the completion of the Project.

2.3. Final payment constituting the entire unpaid balance of the Contract sum, subject to the withholding of any retained percentage as provided in Paragraph 13, shall be made by the Owner to the Contractor within 30 days of the occurrence of the following:

2.3.1. The Project has been completed and approved and accepted by the Owner.

2.3.2. A final invoice has been submitted to the Owner by the Contractor.

## 3. BOND

3.1. Owner waives the Performance Bond pursuant to RCW 39.04.155(3).

## 4. INDEMNIFICATION AND HOLD HARMLESS

4.1. The Contractor shall indemnify, defend and save the Owner and its commissioners, officers, employees and agents harmless from any and all claims and risks and losses, damages, demands, suits, judgments and attorney's fees or other expenses of any kind on account of or relating to injury to or death of any and all persons or on account of all property damage of any kind, or in any manner connected with the work performed under this Contract, or caused in whole or in part by the Contractor, a subcontractor or their property, employees or agents during performance of the work or at any time before final acceptance, except only for those losses resulting from the sole negligence of the Owner with regard to activities within the Contractor's scope of work

4.2. Should a court of competent jurisdiction determine that this Contract 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 Contractor and the Owner, its members, officers, employees and agents, the Contractor's liability hereunder shall be only to the extent of the



Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes Contractor'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.

- 4.3. In an arbitration or lawsuit with respect to this hold harmless provision, the Contractor shall prepare and defend that lawsuit at its own cost and expense. If judgment is rendered or settlement made requiring payment of damages by the Owner, its officers, agents, employees and volunteers, the Contractor shall pay the same.

## 5. INSURANCE

- 5.1. The Contractor shall obtain the insurance described in this section from insurers approved by the State Insurance Commissioner pursuant to RCW Title 48. The Owner reserves the right to approve or reject the insurance provided, based on the insurer (including financial condition), terms and coverage, the Certificate of Insurance, and/or endorsements.
- 5.2. The Contractor's and all sub contractors' insurance coverage shall be primary and non-contributory insurance as respects the Owner's insurance, self-insurance, or insurance pool coverage. The Contractor shall provide the Owner and all Additional Insureds with written notice of any policy cancellation, within two business days of their receipt of such notice. The Contractor shall not begin work under the Contract until the required insurance has been obtained and approved by the Owner. All costs for insurance shall be incidental to and included in the unit or lump sum prices of the contract and no additional payment will be made.
- 5.3. All insurance policies, with the exception of Professional Liability and Workers Compensation, shall name the following listed entities as additional insured(s):
  - 5.3.1. The Owner and its officers, elected officials, employees, agents, and volunteers;
  - 5.3.2. The above-listed entities shall be additional insured(s) for the full available limits of liability maintained by the Contractor, whether primary, excess, contingent or otherwise, irrespective of whether such limits maintained by the Contractor are greater than those required by this Contract, and irrespective of whether the Certificate of Insurance provided by the Contractor describes limits lower than those maintained by the Contractor. Additional insured status shall include Products Completed Operations.
- 5.4. The Contractor shall deliver to the Owner a Certificate(s) of Insurance and endorsements for each policy of insurance meeting the requirements set forth herein when the Contractor delivers the signed Contract for the Project.
- 5.5. The insurance shall provide the minimum coverage and limits set forth below. Providing coverage in these stated minimum limits shall not be construed to relieve the Contractor from liability in excess of such limits. All deductibles and self-insured

retentions must be disclosed and are subject to approval by the Owner. The cost of any claim payments falling within the deductible shall be the responsibility of the Contractor.

## 6. TYPES AND LIMITS OF INSURANCE REQUIREMENTS

6.1. The Contractor shall maintain Workers' Compensation Insurance and/or Longshore and Harbor Workers Insurance as required by State or Federal statute, for all of Contractor's employees to be engaged in work on the Project under this contract and, in case any such work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance and/or Longshore and Harbor Workers' Insurance for all of the latter's employees engaged in such work. The Contractor's Labor & Industries account number shall be noted on the Certificate of Insurance.

6.1.1. A policy of Commercial General Liability Insurance, including:

Per project aggregate

Premises/Operations Liability

Products/Completed Operations – for a period of three years following final acceptance of the Project.

Personal/Advertising Injury

Contractual Liability

Independent Contractors Liability

Stop Gap / Employers' Liability

Explosion, Collapse, or Underground Property Damage (XCU)

6.1.2. Such policy must provide the following minimum limits:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$2,000,000 Products & Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury, each offence

\$2,000,000 Personal & Advertising Injury, Aggregate

6.1.3. Stop Gap / Employers' Liability

\$1,000,000 Each Accident

\$1,000,000 Disease - Policy Limit

\$1,000,000 Disease - Each Employee

6.1.4. Automobile Liability for owned, non-owned, hired, and leased vehicles, with an MCS 90 endorsement and a CA 9948 endorsement attached if "pollutants" are to be transported. Such policy(ies) must provide the following minimum limit:

\$1,000,000 combined single limit

## 7. CHANGE ORDERS

7.1. The Owner reserves the right to make, at any time during the Project, such changes in quantities and such alterations in the Project as are necessary to satisfactorily

complete the project. Such changes in quantities and alterations shall not invalidate the contract nor release the surety, and the Contractor agrees to perform the work as altered. The Contractor shall proceed with the work upon receiving a written change order approved by the Owner. In spite of any protest or claim, the Contractor shall proceed promptly with the work as the Owner orders.

## 8. CLAIMS

- 8.1. The Contractor shall give written notice to the Owner of all claims other than change orders within five (5) calendar days of the occurrence of events giving rise to the claim. Any claim for damages, additional payment for any reason, or extension of time, shall be conclusively deemed to have been waived by the Contractor unless a timely written claim is made in strict accordance with the applicable provisions of this Agreement. FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM. THE CONTRACTOR'S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY THE CONTRACTOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

## 9. TERMINATION

- 9.1. The Owner may terminate this Contract upon five (5) days written notice to the Contractor for any reason and without cause in which case the Owner shall pay the Contractor for costs incurred to the date of written notice.

## 10. CONTRACTOR RECORDS

- 10.1. Contractor agrees to make all project related books and records available to the Owner for inspection, review, photocopying and audit in the event of a Contract related dispute, claim, modification or other Contract related action at reasonable times and at places designated by the Owner.

## 11. DEFECTIVE OR UNAUTHORIZED WORK

- 11.1. The Owner reserves the right to withhold payment from the Contractor for any defective or unauthorized work. Defective or unauthorized work includes, without limitation: work and materials that do not conform to the requirements of this contract, and extra work and materials furnished without the Owner's written approval. If the Contractor is unable, for any reason, to satisfactorily complete any portion of the Project, the Owner may complete the Project by contract or otherwise, and the Contractor shall be liable to the Owner for any additional costs incurred by the Owner. "Additional costs" means all reasonable costs incurred by the Owner, including legal costs and attorneys' fees, beyond the maximum contract price under this Agreement. The Owner further reserves the right to deduct the cost to complete

the Project, including any additional costs, from any amounts due or to become due to the Contractor

## 12. PREVAILING WAGES

- 12.1. The Contractor represents under penalty of perjury of the laws of the state of Washington, that the only individuals providing services under this contract are exempt from prevailing wages pursuant to WAC 296-127-026 as either the sole owner or spouse of the owner of Contractor's company, a partner owning at least thirty percent of Contractor's Company or the president, vice president or treasurer of the Contractor's corporation if such officer owns at least thirty percent of the corporation.

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**Signature of Contractor**

**If not signed by Contractor, the following paragraph shall control.**

- 12.2. The Contractor shall pay prevailing wages and shall comply with chapter RCW 39.12 and chapter 49.28 RCW. A Combined Notice of Intent to Pay Prevailing Wages and Affidavit of Wages Paid must be signed and provided to Owner prior to Contractor performing any work on the Project. Prevailing wage rates for the Project must be posted on the Project site. Final payment on the Contract shall be withheld until confirmation has been received by the Owner that the prevailing wage requirements of the statute have been satisfied. The Contractor certifies that it has not been cited for two violations within the last five (5) years, and is not prohibited from bidding on public works contract.
- 12.3. The Contractor shall execute the Certification of Compliance with Wage Payment Statutes attached hereto as Exhibit A.
- 12.4. Prevailing Wages for the county in which the Project is located can be found at:  
<http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/IsPrevWageJob/default.asp>

## 13. RETAINAGE

- 13.1. The contract sum is less than \$50,000. Accordingly, Owner hereby waives the retained percentage and Contractor expressly agrees that Contractor shall be strictly liable for any and all failures to pay the State with respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract, including attorney fees incurred by Owner, to enforce this obligation.

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**Signature of Owner**

**If not signed by Owner, the following paragraphs shall control.**

- 13.2. Pursuant to RCW 60.28, a sum of 10 percent of the monies earned by the Contractor will be retained from all Contractor payments. Such retainage shall be used as a trust fund for the protection and payment (1) to the State with respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract.
- 13.3. Monies retained under this Section shall be retained in a fund by the Owner unless Contractor elects for an alternative method of holding the retainage as provided under RCW 60.28.
- 13.4. The Contractor agrees to notify Owner within five (5) days of the receipt of any of the following:
- 13.4.1. Notification that a lien may be claimed by any person, firm or corporation furnishing materials, supplies or equipment to any subcontractor for work on the project in accordance with RCW 60.28.015.
  - 13.4.2. Notification by the Department of Labor and Industries of any proceedings, complaint or investigation conducted under the provisions of RCW 39.12.065.
  - 13.4.3. The retained percentage may be held by Owner until all claims and proceedings referred to above have been resolved to the satisfaction of Owner.
  - 13.4.4. In the event the retainage is insufficient to cover payment of the items set forth in Section 13.2 Contractor shall be liable for all such insufficiencies and all costs incurred by Owner, including attorney fees, to recover such insufficiencies.

#### 14. PROJECT SAFETY.

- 14.1. The Contractor shall be solely and completely responsible for safety conditions on the job site, including the safety of all persons and property during performance of the work to complete the Project. The services of Owner's employees or the Owner's agents or Consultant's personnel in conducting construction review of the Contractor's performance is not intended to include review of the adequacy of the Contractor's work methods, equipment, bracing, scaffolding or trenching, or safety measures in, on or near the construction site. The Contractor shall provide safe access for the Owner and its inspectors to adequately inspect the quality of work and the conformance with project specifications.
- 14.2. Contractor is responsible for locating any underground utilities affected by the Project and is deemed to be an excavator for purposed of chapter 19.122 RCW. Contractor shall be responsible for compliance with chapter 19.122 RCW, including utilization of the "one call" locator system before commencing any excavation activities. Contractor is also responsible for ensuring adequate trench safety and compliance as required by the Washington State Industrial and Health Act. The Contractor shall be responsible to notify, pay for and coordinate Contractor's work with One Call service at 456-8000.

## 15. DISPUTE RESOLUTION

- 15.1. If the parties are unable to resolve a dispute regarding this Agreement through negotiation, any party may request mediation through a process to be mutually agreed to in good faith between the parties within 30 days of a party notifying the other parties in writing that a dispute exists "Dispute Notice." The participating parties shall share equally the costs of mediation and each participating party shall be responsible for its own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.
- 15.2. If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute then, within 45 calendar days of the Dispute Notice or within 30 days of end of the mediation, either party may submit the dispute to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Superior Court as amended, located in the county in which the Project is located, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator selected pursuant to the Mandatory Arbitration Rules with all participating parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. The prevailing party, in addition to costs, shall be entitled to reasonable attorney's fees as determined by the arbitrator.
- 15.3. Following the arbitrator's issuance of a ruling/award, either party shall have 30 calendar days from the date of the ruling/award to file and serve a demand for a bench trial de novo in the Superior Court of the County in which the Project is located. The court shall determine all questions of law and fact without empanelling a jury for any purpose.
- 15.4. Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.
- 15.5. The prevailing party in any action to enforce the terms of this contract, in addition to costs, shall be entitled to reasonable attorney's fees and expenses of arbitration including expert witness fees, paralegal costs and copying costs as determined by the arbitrator or court including costs and fees incurred on appeal.

## 16. SUSPENSION OF THE WORK

- 16.1. The Owner may, at any time suspend the Project, or any part thereof, by giving notice to the Contractor in writing. The work shall be resumed by the Contractor within fourteen (14) calendar days after the date fixed in the written notice from the Owner to the Contractor to do so. The Owner shall not reimburse the Contractor for expense

incurred by the Contractor in connection with the work under this contract as a result of such suspension.

16.2. Suspension of the Project by the Owner shall not furnish any ground for claim by the Contractor for damages or extra compensation, but the period of such suspensions shall be taken into consideration in determining the revised date for completion as hereinafter provided. The Contractor shall not suspend work under the contract without the written order of the Owner as stated in the preceding paragraph. The Contractor will be required to work a sufficient number of hours per day in order to complete the project within the days specified. The Owner shall determine the question as to the necessity of discounting any portion of the work by reason of unfavorable weather conditions.

16.3. Upon failure of the Contractor to carry out the orders of the Owner or to perform work under the contract in accordance with its provisions, the Owner may suspend the work for such period, as Owner deems necessary. Time lost by reason of such failure or in replacing improper work or materials shall not furnish any ground to the Contractor for claiming an extension of time or extra compensation and shall not release the Contractor from damages of liability from failure to complete the work within the time prescribed.

## 17. PLANS AND WORKING DRAWINGS

17.1. Upon receipt of award of contract, the Contractor shall carefully study and compare all drawings, specifications and other instructions and shall, prior to ordering material or performing work, report in writing to the Owner any error, inconsistency or omission in respect to design, mode of construction or cost which Contractor may discover. If the Contractor, in the course of this study or in the accomplishment of the Project, finds any discrepancy between the drawings and the physical condition of the locality as represented in the drawings, or any such errors or omissions in respect to design, mode of construction or cost in the drawings or in the layout as given by points and instructions, it shall be Contractor's duty to inform the Owner immediately in writing. Any work done after such discovery, until correction of drawings or authorization of extra work is given, if the Owner finds that extra work is involved, will be done at the Contractor's risk. If extra work is involved, the procedure shall be as provided in changes in the Project.

## 18. FINAL ACCEPTANCE

18.1. All material and completed work are subject to final inspection by the Owner.

18.2. Completion and/or Correction of Project and Remedies Before Final Payment: If the Contractor should neglect to prosecute the Project properly and/or fail to perform any provision of this contract, the Owner after seven (7) calendar days' written notice to the Contractor, may, without prejudice to any other remedy Owner may have, make good such deficiencies and deduct the cost thereof from payments then or thereafter due the Contractor.

18.3. The Contractor shall promptly remove from the construction site all materials condemned by the Owner as failing to conform to the contract, whether incorporated in the Project or not; and the Contractor shall promptly replace and re-execute the work in accordance with the intent of the contract and without expense to the Owner and shall bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement. If the Contractor does not remove such condemned work and material within the period herein above described, the Owner may remove and store any such material at the expense of the Contractor. If the Contractor does not pay the cost of such removal within ten (10) calendar days from the date the notice to the Contractor of the fact of such removal, the Owner may, upon an additional ten (10) calendar days' written notice, sell such materials at public or private sale, and deduct all costs and expenses incurred, including costs of sale, accounting to the Contractor for the net proceeds remaining, and the Owner may bid at any such sale. The Contractor shall be liable to the Owner for the amount of any deficiency from any funds otherwise due the Contractor.

18.4. The Contractor shall bear the risk of loss or damage for all finished or partially finished work until the Owner finally accepts the entire contract.

## 19. SUPERINTENDENT AND SUPERVISION

19.1. The Contractor shall keep on the construction site during progress of the Project a competent superintendent and any necessary assistants, all satisfactory to the Owner. The superintendent shall not be changed except with the consent of the Owner, unless the superintendent proves to be unsatisfactory to the Contractor and ceases to be in Contractor's employ. The superintendent shall represent the Contractor in Contractor's absence and all directions given to the superintendent shall be as binding as though given to the Contractor. Instructions to the Contractor shall be confirmed in writing upon Contractor's request in each case. The Contractor shall give efficient supervision to the Project, using Contractor's best skill and attention.

## 20. CONTRACTOR RESPONSIBILITIES

20.1. Permits, permission under franchises, licenses and bonds of a temporary nature necessary for and during the prosecution of the Project, and inspection fees in connection therewith shall be secured and paid for by the Contractor. Where the Owner is required to secure such permits, permission under franchises, licenses and bonds against the Contractor the Owner may offset the costs incurred against the contract price.

20.2. The Contractor shall continuously maintain adequate protection of the Project from damage and shall protect the Owner's property from injury or loss arising in connection with or during the existence of this contract. Contractor shall make good any such damage, injury or loss, except such as may be directed due to errors in the Contract Documents or caused by agents or employees of the Owner. Contractor shall adequately protect adjacent property from loss or damage occasioned by performance of the work. Contractor shall provide and maintain all passageways, guard fences,



lights and other facilities for protection required by public authority or local conditions.

## 21. WARRANTY

21.1. Upon acceptance of the contract work, contractor must provide the Owner a one-year warranty bond in a form and amount acceptable to the Owner. The contractor shall correct all defects in workmanship and materials within one (1) year from the date of the Owner's acceptance of the contract work. In the event any parts are repaired or replaced, only original replacement parts shall be used—rebuilt or used parts will not be acceptable. When defects are corrected, the warranty for that portion of the Project shall extend for one (1) year from the date such correction is completed and accepted by the Owner. The contractor shall begin to correct any defects within seven (7) calendar days of its receipt of notice from the Owner of the defect. If the contractor does not accomplish the corrections within a reasonable time as determined by the Owner, the Owner may complete the corrections and the contractor shall pay all costs incurred by the Owner in order to accomplish the correction.

## 22. LIMITATION OF ACTIONS

**22.1. CONTRACTOR MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS AGREEMENT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR CONTRACTOR'S ABILITY TO FILE THAT CLAIM OR SUIT SHALL BE FOREVER BARRED. THIS SECTION FURTHER LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.**

## 23. MISCELLANEOUS PROVISIONS

23.1. Independent Contractor. The parties intend that the Contract Document will create an independent contractor relationship.

23.2. Nondiscrimination. In the hiring of employees for the performance of work under the Contract Documents the Contractor, its subcontractors, or any person acting on behalf of Contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

23.3. Nonwaiver of Breach. The failure of the Owner to insist upon strict performance of any of the terms and rights contained herein, or to exercise any option herein conferred in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and they shall remain in full force and effect.

23.4. Governing Law. The Contract Documents shall be governed and construed in accordance with the laws of the State of Washington. If any dispute arises between the Owner and Contractor under any of the provisions of the Contract Documents,

resolution of that dispute shall be available only through the jurisdiction, venue, and rules of the Superior Court of the County in which the Project is located.

- 23.5. Written Notice. All communications regarding the contract shall be sent to the parties at the addresses listed on the signature page of the contract, unless otherwise notified. Any written notice shall become effective upon delivery, but in any event three (3) calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in the contract.
- 23.6. Assignment. Any assignment of this contract by the Contractor without the written consent of the Owner shall be void.
- 23.7. Modification. No waiver, alteration, or modification of any of the provisions of the Contract Documents shall be binding unless in writing and signed by a duly authorized representative of the Owner and Contractor.
- 23.8. Severability. If any one or more sections, sub-sections, or sentences of the contract are held to be unconstitutional or invalid, that decision shall not affect the validity of the remaining portion of the contract and the remainder shall remain in full force and effect.
- 23.9. Entire Agreement. The written provisions and terms of the Contract Documents, supersede all prior verbal statements by any representative of the Owner, and those statements shall not be construed as forming a part of or altering in any manner the Contract Documents. The Contract Documents and any attached Exhibits contain the entire agreement between the parties.

**Owner**

**Contractor**

By: \_\_\_\_\_

By: \_\_\_\_\_

Contractor Reg. No. \_\_\_\_\_

UBI Number: \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

## EXHIBIT B - STATEMENT OF CONTRACTOR'S QUALIFICATIONS

Each Contractor submitting a Quote for this Project shall submit, as part of its Quote, the following information:

1. Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_
2. Contractor's Business Name: \_\_\_\_\_
3. Business address: \_\_\_\_\_
4. Business phone: \_\_\_\_\_ Fax: \_\_\_\_\_
5. Contractor Registration-
  - Washington State License Number \_\_\_\_\_ Status: Active Yes:\_\_\_ No:\_\_\_
6. How many years have you been engaged in the contracting business under the present firm name? \_\_\_\_\_
7. Describe the general character of work performed by your company: \_\_\_\_\_  
\_\_\_\_\_
8. List major contracts completed by your company, including contracting agency, type of work and approximate costs: (Provide at least three contract references with phone numbers- Provide additional pages if needed)
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_
  - c) \_\_\_\_\_
9. Bank references: \_\_\_\_\_
10. State of Washington Excise Tax Registration No.: \_\_\_\_\_
11. Industrial Insurance Account No.: \_\_\_\_\_ Account Current: Yes\_\_\_ No\_\_\_
12. Current UBI Number: \_\_\_\_\_ Account: Open\_\_\_ Closed\_\_\_
13. Employment Security Department (ESD)
  - Number: \_\_\_\_\_
  - Documentation available from ESD: Yes\_\_\_ No\_\_\_
14. Is your company or any company with which the bidder is affiliated, listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries? Yes\_\_\_ No\_\_\_
15. I certify that other contracts now in progress or hereafter obtained will not interfere with timely performance of this project should I be awarded the contract  
  
Company: \_\_\_\_\_  
  
Authorized Signature: \_\_\_\_\_  
  
Print Name and Title: \_\_\_\_\_

## EXHIBIT C – QUOTE FORM

Project Name: \_\_\_\_\_  
Project No.: \_\_\_\_\_  
Name of Firm: \_\_\_\_\_

In compliance with the contract documents, the following Quote is submitted:

### 1) BASE QUOTE

\_\_\_\_\_ \$ \_\_\_\_\_  
(Print dollar amount in space above. **Do not include Washington State Sales Tax**)

Additional hourly rate for any ad-hoc work requested outside the Scope of Work \$ \_\_\_\_\_

2) Outline of work to be completed addressing the Scope of Work: (attach separate sheet if necessary)

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3) Outline of major Equipment, materials and supplies: (attach separate sheet if necessary)

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### 4) ALTERNATES (*Specify whether additive or deductive*)

(1) _____	\$ _____
(2) _____	\$ _____
(3) _____	\$ _____
(4) _____	\$ _____
(5) _____	\$ _____

(6) \_\_\_\_\_ \$ \_\_\_\_\_

**Do not include Washington State Sales Tax in alternate amounts.**

Time for Completion

The undersigned hereby agrees to complete all the work under the Base Quote (and accepted alternates) within \_\_\_\_\_ after the date of Notice to Proceed.

UNIT PRICES (Where applicable) (Do not include Washington State Sales Tax)

<u>Item No.</u>	<u>Unit Description</u>	<u>Estimated Quantities</u>	<u>Additive Unit Price</u>	<u>Deductive Unit Price</u>	<u>Per Measurement</u>
1.			\$	\$	
2.			\$	\$	
3.			\$	\$	
4.			\$	\$	
5.			\$	\$	

The above unit prices shall be for any additive and deductive work within 15% of the above estimated quantities. The unit price shall include full compensation for the cost of labor, materials, equipment, overhead, profit and any additional costs associated with the unit bid.

**PROPOSED SUBCONTRACTORS** (Per RCW 39.30.060)

The following is a list of the Subcontractor's that will be used on the work if the Bidder is awarded the Contract.

<b>Work to be Performed</b>	<b>Subcontractor</b>

Receipt of Addenda

Receipt of the following addenda is acknowledged:

Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_

Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_  
Addendum No. \_\_\_\_\_

**Quote Signature.** The Quote shall be signed by the Bidder, as follows:

Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" in the Official Capacity line.

Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" in the Official Capacity line.

Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. If the Quote is signed by officials other than the president and secretary of the company, or the president / secretary / treasurer of the company, a copy of the by-law resolution of their board of directors authorizing them to do so, must also be submitted with the Quote.

Joint Venture: Each party of the joint venture shall sign in a manner appropriate to such party as described above, similar to the requirements of a Partnership.

Name of Firm _____		
Signed by _____, Official Capacity _____		
Print Name _____		
Signed by _____, Official Capacity _____		
Print Name _____		
Signed by _____, Official Capacity _____		
Print Name _____		
Address _____		
City _____	State _____	Zip Code _____
Date _____	Telephone _____	FAX _____
State of Washington Contractor's License No. _____ UBI No. _____		
Federal Tax ID # _____ e-mail address: _____		

**EXHIBIT D**

**COMBINED AFFIDAVIT & CERTIFICATION FORM:  
NON-COLLUSION, MINIMUM WAGE (NON-FEDERAL AID)**

**NON-COLLUSION AFFIDAVIT**

Being first duly sworn, deposes and says, that he/she is the identical person who submitted the foregoing Quote, and that such Quote is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and further, that the deponent has not directly induced or solicited any other individual or entity to put in a sham quote, or to refrain from submitting a quote, and that deponent has not in any manner sought by collusion to secure to himself/herself or to any other person any advantage over other bidder or bidders.

AND

**MINIMUM WAGE AFFIDAVIT FORM**

I, the undersigned, having duly sworn, deposed, say and certify that in connection with the performance of the work of this project, I will pay each classification of laborer, workman, or mechanic employed in the performance of such work not less than the prevailing rate of wage or not less than the minimum rate of wage as specified in the principal contract; that I have read the above and foregoing statement and certificate, know the contents thereof and the substance as set forth therein is true to my knowledge and belief.

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**NAME OF BIDDER'S FIRM**

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**SIGNATURE OF AUTHORIZED REPRESENTATIVE OF BIDDER**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Notary Public in and for the State of  
Washington, residing at**

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## EXHIBIT E

### Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

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Bidder’s Business Name

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Signature of Authorized Official\*

---

Printed Name

---

Title

---

Date

---

City

---

State

*Check One:*

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

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If a co-partnership, give firm name under which business is transacted:

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*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*



## **EXHIBIT F**

### **Certification of Compliance with Public Works Contractor Training Requirements**

The bidder hereby certifies that the bidder is in compliance with the Washington State Department of Labor and Industries Contractor Training Requirement established by RCW 34.04.350 or is exempt from such requirements

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

---

Bidder's Business Name

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Signature of Authorized Official\*

---

Printed Name

---

Title

---

Date

---

City

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State

## **EXHIBIT G – PREVAILING WAGE RATES**

This Project requires the payment of prevailing wages. Applicable Prevailing Wage Rates can be found at: <http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>

Contractors shall use the wage rates in effect in the County in which the Project is located on the due date of the bid. A copy of the applicable wage rates is available for viewing at the Owner's headquarters station and a hard copy will be mailed if requested.

## **EXHIBIT H – SCOPE OF WORK**

Policy 353.G - Public Works Contract (Under \$30,000, No Subcontracts, Single Payment, Bond Waived)

**PUBLIC WORKS CONTRACT**

**(Under \$30,000 No Subcontractors, Single Payment, Bond Waived)**

This Contract is entered into between Central Pierce Fire & Rescue, a municipal corporation, referred to as "Owner", and \_\_\_\_\_, referred to as "Contractor."

In consideration of the following terms and conditions and those contained in the documents incorporated by reference and made a part of this Contract, the parties agree as follows:

**1. THE PROJECT**

- 1.1. The Contractor shall perform all work and furnish all tools, materials, labor and equipment for the Owner and all work associated with the project entitled: [PROJECT DESCRIPTION].
- 1.2. The Project shall be performed in accordance with this Public Works Contract and the following Contract Documents: **Exhibit 1 – Scope of Work, Exhibit 2, Contractor's Estimate Exhibit 3 - Certification of Compliance with Wage Payment Statutes; Exhibit 4 - Certification of Compliance with Contractor Training Requirements** and all other forms and documents referenced in such documents which are hereby referred to as the Contract Documents and by this reference are made a part of this Contract.
- 1.3. The Contract Documents, shall be read together. Unless otherwise specified in this Agreement. In the event that any of the terms of Contract Documents conflict with each other, the following shall be the order of precedence:
  - 1.3.1. The terms of this Document entitled "Public Works Contract" shall take precedence over the terms of **Exhibits 1, and 2. The terms of Exhibit 1 shall take precedence over the terms of Exhibit 2.** Any conflicts in the contract documents shall be brought to the attention of the Owner.
- 1.4. The Contractor will begin work within **xx** calendars days after the date of the written Notice to Proceed and be substantially completed within **xx** calendar days and fully completed within an additional **xx** calendar days. If the Project is not completed within the time specified, the Contractor agrees to pay to the Owner liquidated damages in accordance with the provisions contained in the Contract Documents. The Contractor shall provide and bear all expense of all equipment, work, and labor of any sort whatsoever that may be required for the materials and for constructing and completing the Project provided for in this Contract, except for those noted in the specifications to be furnished by the Owner and installed by Contractor.
- 1.5. The Contractor shall provide and bear all expense of all equipment, work, and labor of any sort whatsoever that may be required for the transfer of materials and for

constructing and completing the Project provided for in the Contract Documents and every part thereof, except as mentioned in the specifications to be furnished by the Owner.

1.6. The Contractor shall guarantee the materials and work for a period of one year after completion of the Project.

1.7. The Contractor is responsible for complying with all Federal, State, and local regulations affecting the Project including but not limited to Chapter 70.86 RCW, Chapter 296-305 WAC and Chapter 294-24WAC.

## 2. CONTRACT SUM

2.1. The Owner shall pay the Contractor for the full performance of the Contract the sum of \$                     , plus Washington State Sales Tax. Washington State Sales Tax shall be stated separately on Contractor's invoice.

2.2. The Contractor shall provide a detailed invoice at the completion of the Project.

2.3. Final payment constituting the entire unpaid balance of the Contract sum, subject to the withholding of any retained percentage as provided in Paragraph 13, shall be made by the Owner to the Contractor within 30 days of the occurrence of the following:

2.3.1. The Project has been completed and approved and accepted by the Owner.

2.3.2. A final invoice has been submitted to the Owner by the Contractor.

## 3. BOND

3.1. Owner waives the Performance Bond pursuant to RCW 39.04.155(3).

## 4. INDEMNIFICATION AND HOLD HARMLESS

4.1. The Contractor shall indemnify, defend and save the Owner and its commissioners, officers, employees and agents harmless from any and all claims and risks and losses, damages, demands, suits, judgments and attorney's fees or other expenses of any kind on account of or relating to injury to or death of any and all persons or on account of all property damage of any kind, or in any manner connected with the work performed under this Contract, or caused in whole or in part by the Contractor, a subcontractor or their property, employees or agents during performance of the work or at any time before final acceptance, except only for those losses resulting from the sole negligence of the Owner with regard to activities within the Contractor's scope of work

4.2. Should a court of competent jurisdiction determine that this Contract 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 Contractor and the Owner, its members, officers, employees and agents, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the

indemnification provided herein constitutes Contractor'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.

- 4.3. In an arbitration or lawsuit with respect to this hold harmless provision, the Contractor shall prepare and defend that lawsuit at its own cost and expense. If judgment is rendered or settlement made requiring payment of damages by the Owner, its officers, agents, employees and volunteers, the Contractor shall pay the same.

## 5. INSURANCE

- 5.1. The Contractor shall obtain the insurance described in this section from insurers approved by the State Insurance Commissioner pursuant to RCW Title 48. The Owner reserves the right to approve or reject the insurance provided, based on the insurer (including financial condition), terms and coverage, the Certificate of Insurance, and/or endorsements.
- 5.2. The Contractor's and all sub contractors' insurance coverage shall be primary and non-contributory insurance as respects the Owner's insurance, self-insurance, or insurance pool coverage. The Contractor shall provide the Owner and all Additional Insureds with written notice of any policy cancellation, within two business days of their receipt of such notice. The Contractor shall not begin work under the Contract until the required insurance has been obtained and approved by the Owner. All costs for insurance shall be incidental to and included in the unit or lump sum prices of the contract and no additional payment will be made.
- 5.3. All insurance policies, with the exception of Professional Liability and Workers Compensation, shall name the following listed entities as additional insured(s):
  - 5.3.1. The Owner and its officers, elected officials, employees, agents, and volunteers;
  - 5.3.2. The above-listed entities shall be additional insured(s) for the full available limits of liability maintained by the Contractor, whether primary, excess, contingent or otherwise, irrespective of whether such limits maintained by the Contractor are greater than those required by this Contract, and irrespective of whether the Certificate of Insurance provided by the Contractor describes limits lower than those maintained by the Contractor. Additional insured status shall include Products Completed Operations.
- 5.4. The Contractor shall deliver to the Owner a Certificate(s) of Insurance and endorsements for each policy of insurance meeting the requirements set forth herein when the Contractor delivers the signed Contract for the Project.
- 5.5. The insurance shall provide the minimum coverage and limits set forth below. Providing coverage in these stated minimum limits shall not be construed to relieve the Contractor from liability in excess of such limits. All deductibles and self-insured retentions must be disclosed and are subject to approval by the Owner. The cost of

any claim payments falling within the deductible shall be the responsibility of the Contractor.

## 6. TYPES AND LIMITS OF INSURANCE REQUIREMENTS

6.1. The Contractor shall maintain Workers' Compensation Insurance and/or Longshore and Harbor Workers Insurance as required by State or Federal statute, for all of Contractor's employees to be engaged in work on the Project under this contract and, in case any such work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance and/or Longshore and Harbor Workers' Insurance for all of the latter's employees engaged in such work. The Contractor's Labor & Industries account number shall be noted on the Certificate of Insurance.

6.1.1. A policy of Commercial General Liability Insurance, including:

Per project aggregate

Premises/Operations Liability

Products/Completed Operations – for a period of three years following final acceptance of the Project.

Personal/Advertising Injury

Contractual Liability

Independent Contractors Liability

Stop Gap / Employers' Liability

Explosion, Collapse, or Underground Property Damage (XCU)

6.1.2. Such policy must provide the following minimum limits:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$2,000,000 Products & Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury, each offence

\$2,000,000 Personal & Advertising Injury, Aggregate

6.1.3. Stop Gap / Employers' Liability

\$1,000,000 Each Accident

\$1,000,000 Disease - Policy Limit

\$1,000,000 Disease - Each Employee

6.1.4. Automobile Liability for owned, non-owned, hired, and leased vehicles, with an MCS 90 endorsement and a CA 9948 endorsement attached if "pollutants" are to be transported. Such policy(ies) must provide the following minimum limit:

\$1,000,000 combined single limit

## 7. CHANGE ORDERS

7.1. The Owner reserves the right to make, at any time during the Project, such changes in quantities and such alterations in the Project as are necessary to satisfactorily complete the project. Such changes in quantities and alterations shall not invalidate the contract nor release the surety, and the Contractor agrees to perform the work as

altered. The Contractor shall proceed with the work upon receiving a written change order approved by the Owner. In spite of any protest or claim, the Contractor shall proceed promptly with the work as the Owner orders.

## 8. CLAIMS

8.1. The Contractor shall give written notice to the Owner of all claims other than change orders within five (5) calendar days of the occurrence of events giving rise to the claim. Any claim for damages, additional payment for any reason, or extension of time, shall be conclusively deemed to have been waived by the Contractor unless a timely written claim is made in strict accordance with the applicable provisions of this Agreement. FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM. THE CONTRACTOR'S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY THE CONTRACTOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

## 9. TERMINATION

9.1. The Owner may terminate this Contract upon five (5) days written notice to the Contractor for any reason and without cause in which case the Owner shall pay the Contractor for costs incurred to the date of written notice.

## 10. CONTRACTOR RECORDS

10.1. Contractor agrees to make all project related books and records available to the Owner for inspection, review, photocopying and audit in the event of a Contract related dispute, claim, modification or other Contract related action at reasonable times and at places designated by the Owner.

## 11. DEFECTIVE OR UNAUTHORIZED WORK

11.1. The Owner reserves the right to withhold payment from the Contractor for any defective or unauthorized work. Defective or unauthorized work includes, without limitation: work and materials that do not conform to the requirements of this contract, and extra work and materials furnished without the Owner's written approval. If the Contractor is unable, for any reason, to satisfactorily complete any portion of the Project, the Owner may complete the Project by contract or otherwise, and the Contractor shall be liable to the Owner for any additional costs incurred by the Owner. "Additional costs" means all reasonable costs incurred by the Owner, including legal costs and attorneys' fees, beyond the maximum contract price under this Agreement. The Owner further reserves the right to deduct the cost to complete the Project, including any additional costs, from any amounts due or to become due to the Contractor



## 12. PREVAILING WAGES

- 12.1. The Contractor represents under penalty of perjury of the laws of the state of Washington, that the only individuals providing services under this contract are exempt from prevailing wages pursuant to WAC 296-127-026 as either the sole owner or spouse of the owner of Contractor's company, a partner owning at least thirty percent of Contractor's Company or the president, vice president or treasurer of the Contractor's corporation if such officer owns at least thirty percent of the corporation.

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**Signature of Contractor**

**If not signed by Contractor, the following paragraph shall control.**

- 12.2. The Contractor shall pay prevailing wages and shall comply with chapter RCW 39.12 and chapter 49.28 RCW. A Combined Notice of Intent to Pay Prevailing Wages and Affidavit of Wages Paid must be signed and provided to Owner prior to Contractor performing any work on the Project. Prevailing wage rates for the Project must be posted on the Project site. Final payment on the Contract shall be withheld until confirmation has been received by the Owner that the prevailing wage requirements of the statute have been satisfied. The Contractor certifies that it has not been cited for two violations within the last five (5) years, and is not prohibited from bidding on public works contract.
- 12.3. The Contractor shall execute the Certification of Compliance with Wage Payment Statutes attached hereto as Exhibit A.
- 12.4. Prevailing Wages for the county in which the Project is located can be found at:  
<http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/IsPrevWageJob/default.asp>

## 13. RETAINAGE

- 13.1. The contract sum is less than \$50,000. Accordingly, Owner hereby waives the retained percentage and Contractor expressly agrees that Contractor shall be strictly liable for any and all failures to pay the State with respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract, including attorney fees incurred by Owner, to enforce this obligation.

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**Signature of Owner**

**If not signed by Owner, the following paragraphs shall control.**

- 13.2. Pursuant to RCW 60.28, a sum of 10 percent of the monies earned by the Contractor will be retained from all Contractor payments. Such retainage shall be used as a trust fund for the protection and payment (1) to the State with respect to taxes imposed pursuant to Title 82 RCW, and (2) the claims of any person arising under the Contract.

13.3. Monies retained under this Section shall be retained in a fund by the Owner unless Contractor elects for an alternative method of holding the retainage as provided under RCW 60.28.

13.4. The Contractor agrees to notify Owner within five (5) days of the receipt of any of the following:

13.4.1. Notification that a lien may be claimed by any person, firm or corporation furnishing materials, supplies or equipment to any subcontractor for work on the project in accordance with RCW 60.28.015.

13.4.2. Notification by the Department of Labor and Industries of any proceedings, complaint or investigation conducted under the provisions of RCW 39.12.065.

13.4.3. The retained percentage may be held by Owner until all claims and proceedings referred to above have been resolved to the satisfaction of Owner.

13.4.4. In the event the retainage is insufficient to cover payment of the items set forth in Section 13.2 Contractor shall be liable for all such insufficiencies and all costs incurred by Owner, including attorney fees, to recover such insufficiencies.

#### 14. PROJECT SAFETY.

14.1. The Contractor shall be solely and completely responsible for safety conditions on the job site, including the safety of all persons and property during performance of the work to complete the Project. The services of Owner's employees or the Owner's agents or Consultant's personnel in conducting construction review of the Contractor's performance is not intended to include review of the adequacy of the Contractor's work methods, equipment, bracing, scaffolding or trenching, or safety measures in, on or near the construction site. The Contractor shall provide safe access for the Owner and its inspectors to adequately inspect the quality of work and the conformance with project specifications.

14.2. Contractor is responsible for locating any underground utilities affected by the Project and is deemed to be an excavator for purposes of chapter 19.122 RCW. Contractor shall be responsible for compliance with chapter 19.122 RCW, including utilization of the "one call" locator system before commencing any excavation activities. Contractor is also responsible for ensuring adequate trench safety and compliance as required by the Washington State Industrial and Health Act. The Contractor shall be responsible to notify, pay for and coordinate Contractor's work with One Call service at 456-8000.

#### 15. DISPUTE RESOLUTION

15.1. If the parties are unable to resolve a dispute regarding this Agreement through negotiation, any party may request mediation through a process to be mutually agreed to in good faith between the parties within 30 days of a party notifying the other parties in writing that a dispute exists "Dispute Notice." The participating parties shall

share equally the costs of mediation and each participating party shall be responsible for its own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.

15.2. If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute then, within 45 calendar days of the Dispute Notice or within 30 days of end of the mediation, either party may submit the dispute to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Superior Court as amended, located in the county in which the Project is located, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator selected pursuant to the Mandatory Arbitration Rules with all participating parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. The prevailing party, in addition to costs, shall be entitled to reasonable attorney's fees as determined by the arbitrator.

15.3. Following the arbitrator's issuance of a ruling/award, either party shall have 30 calendar days from the date of the ruling/award to file and serve a demand for a bench trial de novo in the Superior Court of the County in which the Project is located. The court shall determine all questions of law and fact without empanelling a jury for any purpose.

15.4. Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

15.5. The prevailing party in any action to enforce the terms of this contract, in addition to costs, shall be entitled to reasonable attorney's fees and expenses of arbitration including expert witness fees, paralegal costs and copying costs as determined by the arbitrator or court including costs and fees incurred on appeal.

## 16. SUSPENSION OF THE WORK

16.1. The Owner may, at any time suspend the Project, or any part thereof, by giving notice to the Contractor in writing. The work shall be resumed by the Contractor within fourteen (14) calendar days after the date fixed in the written notice from the Owner to the Contractor to do so. The Owner shall not reimburse the Contractor for expense incurred by the Contractor in connection with the work under this contract as a result of such suspension.

16.2. Suspension of the Project by the Owner shall not furnish any ground for claim by the Contractor for damages or extra compensation, but the period of such suspensions shall be taken into consideration in determining the revised date for completion as hereinafter provided. The Contractor shall not suspend work under the contract without the written order of the Owner as stated in the preceding paragraph. The

Contractor will be required to work a sufficient number of hours per day in order to complete the project within the days specified. The Owner shall determine the question as to the necessity of discounting any portion of the work by reason of unfavorable weather conditions.

- 16.3. Upon failure of the Contractor to carry out the orders of the Owner or to perform work under the contract in accordance with its provisions, the Owner may suspend the work for such period, as Owner deems necessary. Time lost by reason of such failure or in replacing improper work or materials shall not furnish any ground to the Contractor for claiming an extension of time or extra compensation and shall not release the Contractor from damages of liability from failure to complete the work within the time prescribed.

## 17. PLANS AND WORKING DRAWINGS

- 17.1. Upon receipt of award of contract, the Contractor shall carefully study and compare all drawings, specifications and other instructions and shall, prior to ordering material or performing work, report in writing to the Owner any error, inconsistency or omission in respect to design, mode of construction or cost which Contractor may discover. If the Contractor, in the course of this study or in the accomplishment of the Project, finds any discrepancy between the drawings and the physical condition of the locality as represented in the drawings, or any such errors or omissions in respect to design, mode of construction or cost in the drawings or in the layout as given by points and instructions, it shall be Contractor's duty to inform the Owner immediately in writing. Any work done after such discovery, until correction of drawings or authorization of extra work is given, if the Owner finds that extra work is involved, will be done at the Contractor's risk. If extra work is involved, the procedure shall be as provided in changes in the Project.

## 18. FINAL ACCEPTANCE

- 18.1. All material and completed work are subject to final inspection by the Owner.
- 18.2. Completion and/or Correction of Project and Remedies Before Final Payment: If the Contractor should neglect to prosecute the Project properly and/or fail to perform any provision of this contract, the Owner after seven (7) calendar days' written notice to the Contractor, may, without prejudice to any other remedy Owner may have, make good such deficiencies and deduct the cost thereof from payments then or thereafter due the Contractor.
- 18.3. The Contractor shall promptly remove from the construction site all materials condemned by the Owner as failing to conform to the contract, whether incorporated in the Project or not; and the Contractor shall promptly replace and re-execute the work in accordance with the intent of the contract and without expense to the Owner and shall bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement. If the Contractor does not remove such condemned work and material within the period herein above described, the Owner may remove and store any such material at the expense of the Contractor. If the Contractor does not pay the cost of such removal within ten (10) calendar days from

the date the notice to the Contractor of the fact of such removal, the Owner may, upon an additional ten (10) calendar days' written notice, sell such materials at public or private sale, and deduct all costs and expenses incurred, including costs of sale, accounting to the Contractor for the net proceeds remaining, and the Owner may bid at any such sale. The Contractor shall be liable to the Owner for the amount of any deficiency from any funds otherwise due the Contractor.

18.4. The Contractor shall bear the risk of loss or damage for all finished or partially finished work until the Owner finally accepts the entire contract.

## 19. SUPERINTENDENT AND SUPERVISION

19.1. The Contractor shall keep on the construction site during progress of the Project a competent superintendent and any necessary assistants, all satisfactory to the Owner. The superintendent shall not be changed except with the consent of the Owner, unless the superintendent proves to be unsatisfactory to the Contractor and ceases to be in Contractor's employ. The superintendent shall represent the Contractor in Contractor's absence and all directions given to the superintendent shall be as binding as though given to the Contractor. Instructions to the Contractor shall be confirmed in writing upon Contractor's request in each case. The Contractor shall give efficient supervision to the Project, using Contractor's best skill and attention.

## 20. CONTRACTOR RESPONSIBILITIES

20.1. Permits, permission under franchises, licenses and bonds of a temporary nature necessary for and during the prosecution of the Project, and inspection fees in connection therewith shall be secured and paid for by the Contractor. Where the Owner is required to secure such permits, permission under franchises, licenses and bonds against the Contractor the Owner may offset the costs incurred against the contract price.

20.2. The Contractor shall continuously maintain adequate protection of the Project from damage and shall protect the Owner's property from injury or loss arising in connection with or during the existence of this contract. Contractor shall make good any such damage, injury or loss, except such as may be directed due to errors in the Contract Documents or caused by agents or employees of the Owner. Contractor shall adequately protect adjacent property from loss or damage occasioned by performance of the work. Contractor shall provide and maintain all passageways, guard fences, lights and other facilities for protection required by public authority or local conditions.

## 21. WARRANTY

21.1. Upon acceptance of the contract work, contractor must provide the Owner a one-year warranty bond in a form and amount acceptable to the Owner. The contractor shall correct all defects in workmanship and materials within one (1) year from the date of the Owner's acceptance of the contract work. In the event any parts are repaired or replaced, only original replacement parts shall be used—rebuilt or used parts will not be acceptable. When defects are corrected, the warranty for that portion of the Project

shall extend for one (1) year from the date such correction is completed and accepted by the Owner. The contractor shall begin to correct any defects within seven (7) calendar days of its receipt of notice from the Owner of the defect. If the contractor does not accomplish the corrections within a reasonable time as determined by the Owner, the Owner may complete the corrections and the contractor shall pay all costs incurred by the Owner in order to accomplish the correction.

## 22. LIMITATION OF ACTIONS

**22.1. CONTRACTOR MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS AGREEMENT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR CONTRACTOR'S ABILITY TO FILE THAT CLAIM OR SUIT SHALL BE FOREVER BARRED. THIS SECTION FURTHER LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.**

## 23. MISCELLANEOUS PROVISIONS

23.1. Independent Contractor. The parties intend that the Contract Document will create an independent contractor relationship.

23.2. Nondiscrimination. In the hiring of employees for the performance of work under the Contract Documents the Contractor, its subcontractors, or any person acting on behalf of Contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

23.3. Nonwaiver of Breach. The failure of the Owner to insist upon strict performance of any of the terms and rights contained herein, or to exercise any option herein conferred in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and they shall remain in full force and effect.

23.4. Governing Law. The Contract Documents shall be governed and construed in accordance with the laws of the State of Washington. If any dispute arises between the Owner and Contractor under any of the provisions of the Contract Documents, resolution of that dispute shall be available only through the jurisdiction, venue, and rules of the Superior Court of the County in which the Project is located.

23.5. Written Notice. All communications regarding the contract shall be sent to the parties at the addresses listed on the signature page of the contract, unless otherwise notified. Any written notice shall become effective upon delivery, but in any event three (3) calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in the contract.

23.6. Assignment. Any assignment of this contract by the Contractor without the written consent of the Owner shall be void.

23.7.Modification. No waiver, alteration, or modification of any of the provisions of the Contract Documents shall be binding unless in writing and signed by a duly authorized representative of the Owner and Contractor.

23.8.Severability. If any one or more sections, sub-sections, or sentences of the contract are held to be unconstitutional or invalid, that decision shall not affect the validity of the remaining portion of the contract and the remainder shall remain in full force and effect.

23.9.Entire Agreement. The written provisions and terms of the Contract Documents, supersede all prior verbal statements by any representative of the Owner, and those statements shall not be construed as forming a part of or altering in any manner the Contract Documents. The Contract Documents and any attached Exhibits contain the entire agreement between the parties.

**Owner**

**Contractor**

By: \_\_\_\_\_

By: \_\_\_\_\_

Contractor Reg. No. \_\_\_\_\_

UBI Number: \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

## **EXHIBIT 1 – SCOPE OF WORK**



## **EXHIBIT 2 – CONTRACTOR’S PROPOSAL**

### EXHIBIT 3

#### Certification of Compliance with Wage Payment Statutes

The contractor hereby certifies that, within the three-year period immediately preceding the date of this contract, the contractor is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

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Contractor’s Business Name

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Signature of Authorized Official\*

---

Printed Name

---

Title

---

Date

---

City

---

State

*Check One:*

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

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If a co-partnership, give firm name under which business is transacted:

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*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

## EXHIBIT 4

### Certification of Compliance with Public Works Contractor Training Requirements

The bidder hereby certifies that the bidder is in compliance with the Washington State Department of Labor and Industries Contractor Training Requirement established by RCW 34.04.350 or is exempt from such requirements

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

---

Bidder's Business Name

---

Signature of Authorized Official\*

---

Printed Name

---

Title

---

Date

---

City

---

State



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Puget Sound Regional Fire Interlocal agreement (ILA)

**Attachments:** N/A

**Submitted by:** DC VanKeulen

### **RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☐ Second reading
- ☒ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUGGESTED MOTION:**

*"I move to approve the Fire Chief to sign and execute the ILA between Puget Sound Regional Fire and Central Pierce Fire and Rescue for the purchase of Structural Protective Clothing."*

### **SUMMARY:**

Puget Sound Regional Fire has negotiated a contract to purchase structural protective clothing in support of the regional PPE specification committee. By signing this ILA, Central Pierce Fire and Rescue can use the same cooperative contract to purchase structural protective clothing from SeaWestern Fire Fighting Equipment.

**FINANCIAL IMPACT:** N/A



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Central Pierce and DNR Interagency Agreement

**Attachments:** DNR Agreement

**Submitted by:** Dustin Morrow

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☒ Motion to approve
- ☐ For information only
- ☐ Other: \_\_\_\_\_

### **SUGGESTED MOTION:**

*"I move to approve the Fire Chief to sign and execute the Interagency Agreement between the District and the Department of Natural Resources."*

### **SUMMARY:**

This interagency agreement between the District and the Department of Natural Resources will allow for the continuation of supplying contract resources from our District (including OVFR resources) to the Department of Natural Resources when they have the need. The agreement also allows for the Department of Natural Resources to supply resources to the District.

**FINANCIAL IMPACT:** N/A



**INTERAGENCY AGREEMENT**  
**DEPARTMENT OF NATURAL RESOURCES (DNR) and**  
**CENTRAL PIERCE FIRE AND RESCUE**  
**NO. 93-105xxx**

PI: 221, 222, 223, 224

Funding Source: State

Grant Funded: ☐ Yes ☒ No

This Agreement is made and entered into between the Washington State Department of Natural Resources, hereinafter referred to as DNR, and the below named District/RFA/Department hereinafter referred to as the Central Pierce Fire and Rescue.

DNR and Central Pierce Fire and Rescue enter into this agreement under Chapter 39.34, Interlocal Cooperation Act.

**Central Pierce Fire and Rescue**

1015 39th Avenue No. 120

Puyallup WA 98374

PO Box 940

Spanaway, WA 98387

Phone: 253-538-6400

Email: [info@centralpiercefirerescue.org](mailto:info@centralpiercefirerescue.org)

**IT IS MUTUALLY AGREED THAT:**

**1.0 Purpose.** The limited purpose of this Agreement is for Central Pierce Fire and Rescue to provide employees, referred to as single resources, equipment, material and/or services for wildfire or other emergency response and to establish DNR's payment and reimbursement responsibilities to Central Pierce Fire and Rescue for providing such single resources, equipment material and/or services. Dispatches under this agreement are limited to the State of Washington, unless the single resource is rostered on a Pacific Northwest Incident Management Team (IMT) type 1, 2 or 3.

**2.0 Scope of Work.** The Central Pierce Fire and Rescue shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to perform work set forth in the Attachment A – Scope of Work.

**3.0 Period of Performance.** The period of performance of this Agreement shall begin on \_\_\_\_\_, 2023, and end on **December 31, 2028**, unless terminated sooner as provided herein.

**4.0 Billing Procedures.** Central Pierce Fire and Rescue shall submit invoices within sixty (60) days of the last date of demobilization. Payment for approved goods and/or services will be made by check, warrant or account transfer within 30 days of receipt of the invoice and required documentation. Upon expiration of the Agreement, invoices shall be paid, if received within 30 days after the expiration date. However, invoices for all work done within a fiscal year must be submitted within 30 days after the end of DNR's fiscal year, which is June 30th.

Each invoice submitted to DNR shall include information needed by DNR to determine the actual expenditures to be reimbursed and the exact nature of all approved expenditures for services provided. Invoices & billing packages shall be prepared according to the requirements outlined in Attachment A.

**5.0 Records Maintenance.** Central Pierce Fire and Rescue shall maintain books, records, documents and other evidence, to sufficiently document all direct and indirect costs incurred by Central Pierce Fire and Rescue in providing the services. These records shall be available for inspection, review, or audit by personnel of the DNR, other personnel authorized by the DNR, the Office of the State Auditor, and federal officials as authorized by law. Central Pierce Fire and Rescue shall keep all books, records, documents, and other material relevant to this Agreement for the retention period established under the applicable Washington State Records Retention Schedule. The Office of the State Auditor, federal auditors, and any persons authorized by the parties shall have full access to and the right to examine any of these materials during this period.

Records and other documents in any medium furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose this material to any third parties without first notifying the furnishing party and giving it a reasonable opportunity to respond. Each party will use reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

**6.0 Independent Capacity.** The employees or agents of each party who are engaged in performing this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

**7.0 Amendments.** This Agreement may be amended by mutual agreement of the parties. Amendments shall be in writing and signed by personnel authorized to bind each of the parties.

**8.0 Termination for Convenience.** Either party may terminate this Agreement upon 30 calendar days' prior written notice to the other party. If this Agreement is terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**9.0 Termination for Cause.** If for any cause either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of the terms and conditions, the aggrieved party will give the other party written notice of the failure or violation. The aggrieved party will give the other party 15 working days to correct the violation or failure. If the failure or violation is not corrected within 15 days, the aggrieved party may immediately terminate this Agreement by notifying the other party in writing.

**10.0 Disputes.** If a dispute arises, each party will make a good faith effort to resolve issues at the lowest possible level in their respective agencies. If they cannot resolve an issue, they will elevate the issue within their respective chains of command to resolve it.

ALTERNATE DISPUTE RESOLUTION. In the event of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to, conciliation, facilitation, mediation, and fact finding.

**11.0 Governance.** This contract is entered into the authority granted by the laws of the State of Washington and any applicable federal laws. The provisions of this agreement shall be construed to conform to those laws.

If there is an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- (1) Applicable federal statutes and rules, that supersede applicable State of Washington statutes and regulations;
- (2) State of Washington statutes and regulations;
- (3) Scope of Work; and
- (4) Any other provisions of the agreement, including materials incorporated by reference.

**12.0 Assignment.** The work to be provided under this Agreement and any claim arising from this Agreement cannot be assigned or delegated in whole or in part by either party, without the express prior written consent of the other party. Neither party shall unreasonably withhold consent.



**13.0 Waiver.** A party that fails to exercise its rights under this agreement is not precluded from subsequently exercising its rights. A party's rights may only be waived through a written amendment to this agreement.

**14.0 Severability.** The provisions of this agreement are severable. If any provision of this Agreement or any provision of any document incorporated by reference should be held invalid, the other provisions of this Agreement without the invalid provision remain valid.

**15.0 Responsibilities of the Parties/Indemnification.** DNR shall indemnify and hold harmless the Central Pierce Fire and Rescue from all claims, costs, damages or expenses arising out of the negligent acts or omissions of DNR. Likewise, the Central Pierce Fire and Rescue shall indemnify DNR from all claims, costs, damages or expenses arising out of the negligent acts or omissions of the Central Pierce Fire and Rescue. In the case of negligence of both the Central Pierce Fire and Rescue and DNR, any damages shall be levied in proportion to the percentage of negligence attributable to each party. For this purpose, each party by mutual negotiation, hereby waives any immunity that would otherwise be available against such claims under the industrial insurance provisions of Title 51 RCW.

**16.0 Insurance.** Before using any of said rights granted herein and its own expense, Central Pierce Fire and Rescue shall purchase and maintain, or require its agent(s)/subcontractor to purchase and maintain, the insurance described below for the entire duration of this Agreement. Failure to purchase and maintain the required insurance may result in the termination of the Agreement at DNR's option.

All insurance provided in compliance with this Agreement shall be primary as to any other insurance or self-insurance programs afforded to, or maintained by, the State of Washington, Department of Natural Resources.

Central Pierce Fire and Rescue shall provide DNR with certificates of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements specified in this Agreement before using any of said rights granted herein. The description section of the certificate shall contain the Contract Number and the name of the DNR Project Manager. Central Pierce Fire and Rescue shall also provide renewal certificates as appropriate during the term of this Agreement.

Central Pierce Fire and Rescue shall include all subcontractors and agents as insured under all required insurance policies or shall provide separate certificates of insurance for each subcontractor or agent. Failure of Central Pierce Fire and Rescue to have its subcontractors and agents comply with the insurance requirements contained herein does not limit Central Pierce Fire and Rescue's liability or responsibility.

**INSURANCE TYPES & LIMITS:** The limits of insurance, which may be increased by State, as deemed necessary, shall not be less than as follows:

Commercial General Liability (CGL) Insurance: Central Pierce Fire and Rescue shall purchase and maintain commercial general liability insurance with a limit of not less than \$2,000,000 per each occurrence. If such CGL insurance contains aggregate limits, the general aggregate limits shall be at least twice the "each occurrence" limit, and the products-completed operations aggregate limit shall be at least twice the "each occurrence" limit. All insurance must cover liability arising out of premises, operations, independent contractors, products completed operations, personal injury and advertising injury, and liability assumed

under an insured contract (including the tort liability of another party assumed in a business contract) and contain separation of insured (cross-liability) condition.

Employer's liability ("Stop Gap") Insurance: Central Pierce Fire and Rescue shall purchase and maintain employer's liability insurance and if necessary, commercial umbrella liability insurance with limits not less than \$2,000,000 each accident for bodily injury by accident and \$2,000,000 each employee for bodily injury by disease.

Business Auto Policy (BAP) Insurance: Central Pierce Fire and Rescue shall purchase and maintain business auto insurance and if necessary, commercial umbrella liability insurance with a limit of not less than \$2,000,000 per accident, with such insurance covering liability arising out of "Any Auto". The policy shall be endorsed to provide contractual liability coverage and cover a "covered pollution cost or expense." Central Pierce Fire and Rescue waives all rights of subrogation against State for the recovery of damages to the extent they are covered by business auto liability or commercial umbrella liability insurance.

Industrial Insurance (Workers Compensation): Central Pierce Fire and Rescue shall comply with Title 51 RCW by maintaining workers compensation insurance for its employees Central Pierce Fire and Rescue waives all rights of subrogation against State for recovery of damages to the extent they are covered by Industrial Insurance, employer's liability, general liability, excess, or umbrella insurance.

#### **ADDITIONAL PROVISIONS:**

Additional Insured: DNR, its officials, agents, and employees shall be named as additional insured by endorsement on all general liability, excess, and umbrella insurance policies.

Cancellation: DNR shall be provided written notice before cancellation or non-renewal of any insurance referred to therein, in accord with the following specifications.

1. Insurers subject to Chapter 48.18 RCW (Admitted and Regulated by the Insurance Commissioner): The insurer shall give the State 45-days advance notice of cancellation or nonrenewal. If cancellation is due to non-payment of premium, the State shall be given 10-days advance notice of cancellation.
2. Insurers subject to Chapter 48.15 RCW (Surplus Lines): The State shall be given 20-days advance notice of cancellation. If cancellation is due to non-payment of premium, the State shall be given 10-days advance notice of cancellation.

Insurance Carrier Rating: All insurance shall be issued by companies admitted to do business in the State of Washington and have a rating of A-, Class VII, or better. Any exception must be reviewed and approved by the DNR Risk Manager or the DNR Contracts Manager, in the Risk Manager's absence. If an insurer is not admitted to do business in the State of Washington, all insurance policies and procedures for issuing the insurance policies must comply with Chapters 48.15 RCW and 284-15 WAC.

Self-Insurance: If Central Pierce Fire and Rescue is self-insured, including insurance under a recognized governmental entity insurance pool evidence of its status as a self-insured entity shall be provided to State. The evidence should demonstrate that Central Pierce Fire and Rescue's self-insurance meets all of the required insurance coverage of this Agreement to the satisfaction of State including the description of the funding mechanism and its financial condition. If the funding mechanism or financial condition of the self-

insurance program of Central Pierce Fire and Rescue is inadequate, then State may require the purchase of additional commercial insurance to comply with this Agreement.

Waiver: Central Pierce Fire and Rescue waives all rights of subrogation against State for recovery of damages to the extent these damages are covered by general liability, excess, or umbrella insurance maintained pursuant to this Agreement.

**17.0 Complete Agreement in Writing.** This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties.

**18.0 Contract Management.**

District Contract Manager Information	DNR Contract Manager Information
Zane Gibson Central Pierce Fire and Rescue PO Box 940 Spanaway, WA 98387 Phone: 253-538-6400 Email address: info@centralpiercefir.org	Daniel Eide Department of Natural Resources 950 Farman Avenue North Enumclaw, WA 98022 Phone: 360-802-7030 Email address: daniel.eide@dnr.wa.gov
District Project Manager Information	DNR Project Manager Information
Zane Gibson Central Pierce Fire and Rescue PO Box 940 Spanaway, WA 98387 Phone: 253-538-6400 Email address: info@centralpiercefir.org	Daniel Eide Department of Natural Resources 950 Farman Avenue North Enumclaw, WA 98022 Phone: 360-802-7030 Email address: daniel.eide@dnr.wa.gov

By signature below, the Parties certify that the individuals listed in this document, as representatives of the Parties, are authorized to act in their respective areas for matters related to this instrument.

**IN WITNESS WHEREOF, the Parties have executed this Agreement.**

**CENTRAL PIERCE FIRE AND RESCUE**

**STATE OF WASHINGTON  
DEPARTMENT OF NATURAL RESOURCES**

Signature	Signature
Date	Date
<b>Dustin Morrow</b>	<b>Scott Sargent</b>
Name	Name
<b>Fire Chief</b>	<b>South Puget Sound Region Manager</b>
Title	Title
<b>1015 39th Avenue SE Suite 120</b>	<b>950 Farman Avenue North</b>
<b>Puyallup, WA 98374</b>	<b>Enumclaw, WA 98022</b>
Address	Address
<b>253-538-6400</b>	<b>360-825-1631</b>
Telephone	Telephone

## **SCOPE OF WORK**

This agreement is to allow Central Pierce Fire and Rescue to provide personnel for wildfire or emergency response within the State of Washington and to define DNR's responsibility to pay and reimburse Central Pierce Fire and Rescue. This includes IMT members and wildland resources (personnel, equipment, services and supplies available, or potentially available, for assignment to incidents) Personnel and equipment are described by kind and type, e.g., ground, water, air, etc., and may be used in tactical, support or overhead capacities at an incident. This agreement will not be an avenue for dispatches to fires outside of the State of Washington with the exception of rostered Type 1, 2 and 3 IMT members. This agreement does not address wildfire or emergency response operations, incident command or operational decisions.

If a district/department has a Forest land Response Agreement (FLRA) it will take precedence over this agreement for dispatches to wildfire incidents, and this agreement will only be used for dispatching of IMT members to non-wildfire/all-hazard incidents.

This agreement extends to all District/Department members as defined below:

- Washington Fire Service (WFS) agency personnel that are full-time and part-time paid employees, and personnel under contract/agreement with the District/Department will be paid by the District/Department. DNR will reimburse District/Department costs as outlined in this agreement. Personnel covered under this section are regularly paid by the agency for performed work and are compensated the same for work including if assigned to an incident covered by this agreement "Full and Part Time Personnel."
- Members dispatched by DNR from a WFS agency that have contracts for the sole purpose of responding to wildfire or non-wildfire incidents outside of the agency's jurisdictional boundaries are paid by the agency and reimbursed in accordance with the Washington State Wage & Equipment Rate Guide "Temporary Personnel."
- Members of a WFS agency who are volunteers will need to be hired by DNR via the DNR casual hire process and paid directly by DNR. This may be completed pre-season, and shall be completed prior to the first dispatch. The local DNR Region office will handle the casual hire process.

### **District/Department agrees that/to:**

- 1) All personnel dispatched will have a valid Incident Qualification Card (red card) stating current qualifications; and will adhere to qualifications and standards described in PMS 310-1;
- 2) Provide a copy of the Master IQS Record for each participating employee (needed to update status in Interagency Resource Ordering Capability (IROC));
- 3) Provide local DNR Dispatch with status of each employee who is listed as a rostered IMT member every Monday by 1200 hours. Dispatch will then update their status in IROC for that week (0800 Tuesday to 0800 Tuesday).
- 4) All personnel and equipment dispatched will be paid by the District/Department; (except volunteers will follow payment procedures outlined in their individual agreement and be paid directly by DNR);

- 5) All Equipment and Personnel dispatched under this agreement will arrive at each incident with a copy of their current agreement.
- 6) Invoice for personnel, equipment, & travel cost billed to DNR shall be submitted within sixty (60) days and will include the following:
  - a. DNR Personnel Reimbursement Request Worksheet
  - b. Original Emergency Fire Time Report (OF-288); hourly wage rate including salaries & benefit (regular and OT) for personnel hours on the OF-288.
  - c. Original Shift Ticket (OF-297) documenting mileage to/from incident as well as daily mileage incurred on the incident signed by incident supervisor.
  - d. Original Emergency Equipment Use Invoice (OF-286) signed by finance section on the incident.
  - e. Copy of district/department shift schedule
  - f. Earning statements showing hourly wage for each employee
  - g. Receipts or Copy of Employee travel reimbursement for travel expenses.
  - h. Copy of Resource Order card.
- 7) Volunteers shall submit original copies of payment documents directly to the DNR region office for payment.
- 8) For fire line or off-road use, only utilize agency owned vehicles or procured rental vehicles. If agency owned vehicles are available, they shall be used prior to procuring a rental vehicle.
  - a. Rental vehicles for off-road use must be procured using the USFS NERV rental vehicle agreement.
  - b. Off-road rental vehicles procured from alternative sources other than the agreement listed above are not compensable.
  - c. Rental vehicle authorization must be documented on the resource order. Please speak with your local DNR Region for more specific information.
  - d. In order to provide appropriate tracking for all rental vehicles, rentals ordered for overhead shall be ordered using the resource's O#. They do not require their separate resource order number.
  - e. The use of USFS NERV rental vehicles is specific to off-road use. Rental vehicles used for non-fire line positions must be approved on the resource order, and shall be rented through alternative sources other than the USFS NERV rental vehicle agreement.

**DNR agrees that/to:**

- 1) Status the employee in the Interagency Resource Ordering Capability System (IROC).
- 2) Dispatch resources on preseason IMT rosters, and alternate pool list.
- 3) Reimburse the District/Department within 30 days of receipt of complete & accurate invoice and required documentation.
- 4) Reimburse the District/Department for Temporary Personnel under contract or agreement with the District/Department, as defined above, per the Interagency Wildfire Resource Wage Rates in the Washington State Wage & Equipment Rate Guide.

- 5) Reimburse the District/Department for Full and Part Time Personnel (as defined above) to the resource provider at the resource provider's actual total cost. This will include backfill cost for the Full-time Personnel as outlined in the State Mobilization Plan.
  - a. DNR will reimburse district/department of all regular scheduled hours for the personnel assigned to the incident.
  - b. The DNR will not pay for muster time, wildland premium pay, portal to portal, or other unspecified pay provisions.
  - c. Sleeping Periods, Meal Breaks, Time required for vehicle/equipment maintenance, Crew Change Time, Out of Service Time are considered non-compensable.
- 6) Reimburse Fire Service District/Department for approved travel expenses. The following guidelines apply:
  - a. Per-diem is authorized for resources while traveling to an incident for meals that they are in travel status for the entire DNR designated meal period, and will be based on where the resource stops to sleep.
    - i. Breakfast: 7AM-8AM
    - ii. Lunch: 12PM-1PM
    - iii. Dinner: 6PM-7PM
  - b. Once arriving at an incident all resources shall stay and eat in camp. Resources may not seek reimbursement for meals or lodging unless services are not provided by the incident.
  - c. Approval for per diem shall be documented on the resource order card, or through written approval including justification, from the Incident Commander.
  - d. Reimbursement for approved per-diem for incidents in Washington will be paid in accordance with Washington State Office of Financial Management (OFM) rates. Receipts are not required.
  - e. Reimbursement for approved per-diem for incidents outside Washington, will be paid using the U.S. General Service Administration (GSA) daily per diem rates, applying the following breakdown: 25% for Breakfast, 30% for Lunch, 45% for Dinner, applied to daily totals including meals & incidental rates. Receipts are not required.
  - f. Local resources who return home each night, and do not remain in camp overnight will not be entitled to per diem.
  - g. Hotels will only be reimbursed at actual expenses including daily rate and applicable taxes, not to exceed the government rates established in (GSA). All hotel reimbursements require an itemized receipt, and must be approved with a resource order or written approval from the Incident Commander. Booking fees associated with online travel agents are non-compensable.
  - h. Alternate accommodations may be utilized at the expense of the user. The cost for alternative accommodations is not reimbursable.
  - i. For travel home if sack lunches are provided, per diem claims will not be reimbursed.
  - j. Travel time to and from the incident will be paid according to the DNR pay provisions in the Washington State Wage & Equipment Rate Guide.
  - k. Travel time and cost associated with picking up and dropping off rental vehicles will be paid according to the DNR pay provision in the Washington State Wage & Equipment Rate Guide.

- 7) Reimburse the district/department for all approved supply expenses approved at the incident. The following guidelines apply:
  - a. All supply expenses, with the exception of rental car fuel, require a resource order from the incident in order to be reimbursable.
  - b. Itemized receipts must be included for all supply purchases in order to be eligible for reimbursement.
- 8) To pay all volunteers directly, unless otherwise requested in writing by the Chief. Volunteers will be paid for hours worked at the rates in the Washington State Wage & Equipment Rate Guide.
- 9) Reimburse district/department for Equipment Cost at the rates published in the Washington State Wage & Equipment Rate Guide.
  - a. All equipment will be paid at the wet rate
  - b. All equipment will be paid based on the resource order
  - c. All equipment will be paid according to the DNR provisions in the Washington State Wage & Equipment Rate Guide.





## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Human Resources Division Report

**Attachments:** N/A

**Submitted by:** HRD Washo

### **RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### **SUMMARY:**

#### **New Hires**

In July we onboarded two new employees. Tyler Fisher has joined our Shop as a Mechanic, and Janelle Kampfer has joined Finance as the Purchasing Analyst.

#### **Promotional Processes**

All three (3) promotional processes – Lieutenant, Captain and Battalion Chief – are successfully underway. The Lieutenant process has 47 candidates from CPFR & OVFR and has begun their assessment centers earlier this month. Our Captain process has 34 candidates from CPFR, OVFR & Graham. Our Battalion Chief process, as of this writing, has 21 candidates from CPFR & Graham.

#### **Recruitment**

We are currently in the application review stage for the Helpdesk Supervisor position and in the final hiring stages for a Public Educator and the Behavioral Health Manager.

#### **Entry Level Academies**

We are in the final stages of slotting entry level candidates into one of three Academies starting this fall. Academy 1 will be 13 recruits starting in September, Academy 2 will be 11 recruits starting in mid-October and Academy 3 will be 12 recruits starting in late October.

#### **Orting Onboarding**

We are very excited to welcome in our new members from Orting beginning September 1<sup>st</sup>. We have four (4) dates for HR personnel to go to Orting and onboard all of their employees later this month.

#### **Graham Battalion Chief Memorial**

I wanted to give a public thank you to Jackie Wood from my team for stepping up and being part of the IMT team for the recent Graham Battalion Chief who unexpectedly passed away. Thank you, Jackie for always being willing to step in and assist wherever you are needed – we appreciate you!



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Training Division Report

**Attachments:** N/A

**Submitted by** AC Benning

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

#### **Spring academies completed**

CPFR academies have trained 54 recruits this year to date. Fall academies are starting Sept 5, Oct 16, and Oct 30.

#### **Professional Development classes continuing this month**

Instructor I scheduled for the end of the month. Driver Operator class is coming in October.

#### **Accreditation update**

To date CPFR has issued 352 certificates of competency in FFI, FFII, Haz-Mat Awareness, Haz-Mat Operations, Instructor I, Instructor II, Fire Officer I, and Fire Officer II. For reference we issued 170 in 2020, 90 in 2021, and 200 in 2022. We are projected to deliver another 100+ certs by years end.



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Field Operations Division Report

**Attachments:** N/A

**Submitted by:** AC Kent

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

#### **Response Uniforms have started to arrive:**

The new Response Uniforms have started to arrive. They will be arriving in a staggered fashion over the next month or so. The clean station concept is now live. You will be seeing crews in their stations wearing the newly approved relaxed station wear.

#### **July 2023 Ops Report**

See Report presentation at the BOC meeting

#### **Promotional Process – Lt. Testing and Capt. practice sessions:**

The Lt. testing process is in mid process. There are some very good candidates. The Captain Candidate practice sessions have begun.

### **FINANCIAL IMPACT:**

N/A



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** EMS Division Report

**Attachments:** N/A

**Submitted by:** AC Bouchard

### **RECOMMENDED ACTION BY THE BOARD:**

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### **SUMMARY:**

Chief Sharp and I will be meeting with the Department of Health on August 15<sup>th</sup> to gain clarity on the EMS recertification process. More to follow.

Meeting with the Mary Bridge Children's Hospital Emergency Room director on August 16<sup>th</sup> to discuss the implementation of a pediatric mass casualty incident supplies cache.



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Health & Wellness Division Report

**Attachments:** N/A

**Submitted by:** AC Stueve

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

#### Mental Health Clinician

Through our efforts to properly structure the Health & Wellness Division, we have connected with Dr. Jeni Gregory of Heartland Consulting. Dr. Gregory has expressed interest in establishing a partnership with the District to ensure our members receive the necessary behavioral health support. In addition to providing direct clinical care, as needed, for our membership, Dr. Gregory would also provide education for our PEER Support Team members and provide the District consultation on building enduring programs for member resilience.

#### Graham Fire & Rescue Collaboration

Working closely with our GF&R counterparts, we intend to extend the PEER Connect software application (currently in use within their program) to our PEER Support Team. This application should be rolled out in September; it provides greater ease of access for our membership to PEER Support Team members. Additionally, the application serves as a medium for coordinating PEER Team activities and provides direct links to recommended clinicians.

#### Omni Yoga – Pilot Program

We currently have 108 members enrolled in the program. Over the course of July, those members completed an impressive 234 hours of supervised training. Nearly 65% of those training hours were completed in the Tactical Agility Training; this course is timed and designed to help our Field Operations personnel recover and refocus after a twenty-four-hour shift.



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Deputy Chief's Report

**Attachments:** N/A

**Submitted by:** DC VanKeulen

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### SUMMARY:

#### Promotional Testing Processes

The lieutenant testing process is about halfway through, and the captain practice sessions have begun. We intend the process to develop future leaders regardless of the testing outcomes. Throughout the exams and practice sessions, prospective captains and lieutenants collaborate, practice, acquire instruction from our existing leaders, and demonstrate competency. Thank you to the candidates and the staff supporting the initiative.

#### Significant Incident Response 8/1

Central Pierce Fire and Rescue (CPFR) almost simultaneously responded to a playground rescue, a motor vehicle crash with entrapment, and a brush fire that extended to a residence. Our crews responded to the emergencies and performed at a high level. The incidents and our regular call volume left CPFR depleted of resources. We thank Gig Harbor, Key Peninsula, East Pierce, Riverside, Ashford Elby, West Pierce, Orting Valley, and Graham for their mutual aid.

#### Sustainability Resolution

CPFR is progressing in several sustainability areas, including engine refurbishment, exploration of Wi-Fi and cellular radio capabilities, station 62 remodel, fleet preventive maintenance, and an evaluation of durable medical equipment.



## Board Meeting Agenda Item Summary

**Agenda Date:** August 14, 2023

**Item Title:** Fire Chief's Report

**Attachments:** None

**Submitted by:** Chief Morrow

### RECOMMENDED ACTION BY THE BOARD:

- ☐ First reading
- ☐ Second reading
- ☐ Motion to approve
- ☒ For information only
- ☐ Other: \_\_\_\_\_

### **SUMMARY:**

#### **Washington State Fair Station**

Staff has been working on concept plans for a new facility on the Washington State Fairgrounds. A high level concept design has been completed and has been presented to their Board. The Fair Board is now considering its options to provide a land lease to the District so that continuing design may occur.

#### **Todd Jensen Memorial Service**

Several District Members, including leadership from Local 726 assisted in the memorial service planning for Todd Jensen. The entire Graham Fire Staff was grateful for our assistance in planning and at the event. Central Pierce will never forget Todd Jensen.

#### **Graham Medical (EMS) Staff**

As additional addendum are considered between the District and Graham Fire, some staff sharing will start to occur. The District is currently exploring how we might house the Graham Medical Staff at the AOC, so that our combined staff may collaborate more closely on our EMS operations.



## Central Pierce Fire & Rescue

Mailing Address: P.O. Box 940, Spanaway, WA 98387  
17520 – 22<sup>nd</sup> Ave E, Tacoma, WA 98445  
(253) 538-6400 (253) 276-6770 Fax  
[www.centralpiercefirerescue.org](http://www.centralpiercefirerescue.org)

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July 24th, 2023

RE: Letter of Commendation

Dear Firefighter Cara Imber,

I greatly appreciate and admire your exceptional work and outstanding contributions to the Safety Division. Your unwavering dedication, excellent attention to detail, and follow-through have significantly enhanced the success of multiple projects within the division.

Cara, your commitment, meticulous attention to detail, and dependability have been instrumental in implementing new safety protocols and developing training to address pressing district safety procedures effectively.

One noteworthy project in which you played a pivotal role was Updating the District PPE records management software program. Through your diligent research, strong analytical skills, and effective collaboration with vendors, you identified gaps in the district data retention management. You worked with the vendor and other district stakeholders to streamline and close these identified gaps.

In addition to these projects, you consistently demonstrate a strong work ethic, a collaborative spirit, and a genuine concern for the well-being of your fellow firefighters and the community we serve. FF Imber, your professionalism, dedication, selflessness, and commitment is admirable.

With great pleasure, I commend you with a well-deserved Letter of Commendation. Your exceptional performance and commitment to safety have impacted our department and the community we serve. Recognizing your accomplishments will acknowledge your outstanding contributions and inspire others to strive for excellence in their respective roles.

Thank you for your hard work, dedication, and commitment to excellence in all you do.

Sincerely,

A handwritten signature in black ink, appearing to read "Radcliffe", followed by a horizontal line.

Radcliffe L. McKenzie  
Assistant Chief





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July 26, 2023

To Whom it may concern,

On the morning of July 22, 2023 Engine and Medic 65 were dispatched to the Parkland freestanding ER to transfer an asthmatic patient that had been intubated. The initial information we received was that it was a 50's year old male. On arrival however we found a very different scene with a 15 y/o male who had gone into cardiac arrest, been intubated, and ROSC had been achieved. To say the scene was hectic and uncoordinated would be an understatement. FF/PM Johnny Soelling immediately noticed the patient had not been properly sedated and was bucking the ET tube. The staff was very frantic and requested Johnny retrieve his narcotics to sedate the pt. In the moments following and prior to any sedation being given the patient again went into cardiac arrest.

As the cardiac arrest began it was clear that the ER staff was overwhelmed Johnny immediately recognized the need for a clear leader to facilitate the cardiac arrest algorithm. Johnny very tactfully but directly stated that E65 and M65 would be running compressions and ventilations while the doctor remained in charge of patient care. Johnny quickly brought the chaotic scene under control and for the next hour coordinated the CPR as well as informing the Doctor when medications were due to be given.

As the hour closed in Johnny understood it was time to focus on the family and preparing them for a devastating outcome. The Doctor requested that Johnny assist her in making the notification to the family. Johnny did not hesitate and went into an extremely difficult emotional situation with a large group of family members who had gathered.

Although our efforts were unsuccessful I have no doubt that Johnny's leadership and scene presence gave the patient the best opportunity for survival. The care and compassion Johnny showed to the patient's family, hospital staff, and the provider demonstrated his leadership and dedication to excellence. Johnny's actions exemplify the core values of Central Pierce Fire and Rescue.

A handwritten signature in black ink, appearing to read "Corbin Hall", with a stylized flourish at the end.

Lieutenant Corbin Hall

B Shift Hobo



## Central Pierce Fire & Rescue

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To: Jeff Cable, Battalion Chief  
Ray Escobedo, Battalion Chief  
From: Dustin Morrow, Fire Chief  
Date: August 10, 2023

On August 1, 2023, at 16:52 hours, the District received reports of a brush fire threatening nearby structures. The incident quickly escalated to a point where there were 27 units on the scene from multiple organizations mitigating a severe brush fire with structural loss.

You both responded in your assigned roles as Battalion 72 and Battalion 61. Early in the incident, your collective level of command presence set the stage for a successful operation. Both of you remained calm, communicated clearly, provided clear direction to crews, anticipated resource needs, and remained highly agile during this dynamic incident.

My expectations for the performance of our Battalion Chiefs are very high. I want the two of you to know that your performance at this incident exceeded my expectations. I also want you to know my gratitude for how you two manage your portion of the business here at Central Pierce. Whether it was how you handled the resources on the scene or the following day managing the media inquiries, I want both of you to know the confidence level I have in you as two of our Battalion Chiefs. You manage your portion of the business very well.

Keep up the fantastic work!

A handwritten signature in blue ink that reads "Dustin Morrow".



## Central Pierce Fire & Rescue

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To: Eric Stueve, Assistant Chief  
From: Dustin Morrow, Fire Chief  
Date: August 10, 2023

Having the appropriate organizational structure is essential to our success. In May of this year, I made the difficult decision to move you to the Assistant Chief role, asking that you become focused on our personnel's health and wellness aspects. I did this because it aligned with our Strategic Plan, and in the short time that I have been the Fire Chief at Central Pierce, I see no better Chief Officer than you to do this work.

The initial direction you received was to "inventory" the combined health and wellness resources we offer our personnel. In typical fashion, you quietly went to work. You created the necessary action to understand, all while taking additional small steps to create early wins to support the health and wellness of our people.

Late in July, you presented your inventory findings to Deputy Chief VanKeulen and me. This recognition aims to praise you for the work you have done to date and the presentation you made.

The level of detail you provided in that presentation was terrific. You were well organized, had specific examples, communicated clearly, and most of all, the passion you have for caring for our people came through the entire time. To say I was impressed would be an understatement.

Eric, I want you to know how much I appreciate your dedication to this new position and our mission to improve the health and wellness of all personnel. I can confidently say that you are the right person for the job, and I absolutely know that your work will change our organization and the fire service industry forever.

Keep up the fantastic work and know that I am grateful for your efforts.

A handwritten signature in blue ink that reads "Dustin Morrow".