

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS

Commissioner Collins called the virtual meeting to order at 5:00 p.m. Roll call was taken and was as follows:

Roll Call

Commissioner Collins (Chair)
Commissioner van Veen (virtual)
Commissioner Halbert
Commissioner Barton
Commissioner Millman

Staff

Fire Chief Ben Lane
Board Secretary Nicole Frisch
Deputy Chief Dana Schutter
Deputy Chief Doug McDonald
Finance Director Joan Montegary

Consideration and Approval of Agenda in Content and Order

***MOTION:** Commissioner Millman moved to approve the agenda as presented. The motion was seconded by Commissioner Halbert. The motion passed, 5-0.*

Public Comment

None.

1. Retirement Recognition

Chief Lane presented Training Director Erik Wallgren with a retirement plaque. Board Chair Collins thanked him for his years of dedicated service.

2. Resolution 2022-12 – Station 33 Remodel (attached hereto)

DC Schutter presented the staff report as attached hereto.

***MOTION:** Commissioner Millman moved that the Board of Fire Commissioners authorize staff to spend no more than \$70,000 on permitting, drawings, and engineering for the remodel at Station 33. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.*

3. Fire Chief Briefing

Chief Lane presented the Fire Chief Briefing as attached hereto.

4. Consent Agenda (attached hereto)

- a. Approval of meeting minutes from the November 8, 2022 regular meeting.
- b. Approval of Payroll Vouchers
- c. Approval of Vouchers

MOTION: *Commissioner Halbert moved that the Board of Fire Commissioners approve the Consent Agenda as presented. The motion was seconded by Commissioner Millman. The motion passed, 5-0.*

5. Reports and Requests from the Commissioners/Good of the Order

Commissioner Halbert requested an update on Tyler CAD. Chief Lane and DC McDonald reported that communication is ongoing, and Tyler has committed to improving data reliability and end-user functionality.

Commissioner Halbert asked for a MIH update. Chief Lane reported that all of Battalion 3 transitioned to EF&R's CORE Connect effective November 16, 2022.

Commissioner van Veen requested a PFAS update. Chief Lane reported that EF&R received notification that we were not awarded the grant. Work continues on the legislative side to advocate for funding. EF&R has been working collaboratively with the City of Issaquah and the Washington State Department of Ecology to test and evaluate effectiveness of mitigation strategies.

Commissioner Barton thanked her fellow Board members, Chief Lane, and EF&R staff for being welcoming and patient throughout her first year as a Commissioner.

Commissioner Millman reported that the City of Woodinville just signed an MOU with Congregations for the Homeless to prioritize emergency shelters for those experiencing homelessness. Work continues at the city level towards making resourced available to the homeless.

Commissioner Collins acknowledged WF&R's first full year being on board with EF&R. He noted that he appreciates everyone's work during the transitional period and looks forward to growing the training grounds in the north end. He again thanked Director Wallgren for his long tenure and particularly the work he did as Deputy Chief of WF&R.

Chief Lane reported that the annual Shop With a Cop is Saturday, December 17 at 9 a.m.

6. Adjournment

Board Chair Collins adjourned the meeting at 5:27 p.m.


Nicole Frisch, Board Secretary


Derek van Veen, Commissioner, Position 1

/s/ Doug Halbert
Doug Halbert, Commissioner, Position 2


Anjela Barton, Commissioner, Position 3


Mike Millman, Commissioner, Position 4


Roger Collins, Commissioner, Position 5



Woodinville Fire & Rescue

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
Station 31, 17718 Woodinville-Snohomish Road NE**

**Tuesday, December 13, 2022
5:00 p.m.**

The meeting will be conducted in person and virtually, via Microsoft Teams. You may join the meeting in person at the above address, or virtually using the link below to attend live:

[Click here to join the meeting](#)

To listen live, dial [+1 509-931-1382](tel:+15099311382), [287103346#](tel:+1509931287103346)
Phone Conference ID: 287 103 346#

AGENDA

Call to Order/Flag Salute/Roll Call

Approval of Agenda in Content and Order

Public Comments (Please submit public comment via email to NFrisch@esf-r.org at least one hour prior to start of meeting. Please limit comments to three minutes.)

Board Business Items

1. Retirement Recognition
2. Staff Report 22-012 – Station 33 Remodel
3. Fire Chief Briefing
4. Consent Agenda
 - a. Approval of Minutes from the November 8, 2022 Regular Meeting
 - b. Approval of Payroll Vouchers
 - c. Approval of Capital and General Vouchers
5. Reports and Requests from the Commissioners/Good of the Order
6. Adjournment

Woodinville Fire & Rescue



M E M O R A N D U M

DATE: December 13, 2022
TO: Roger Collins, Chair
Board of Fire Commissioners
FROM: Dana Schutter, Deputy Chief of Logistics
SUBJECT: **Staff Report 22-012: Station 33 Remodel**

Background

Staff has been exploring updates to Station 33 to include the addition of gender non-specific restrooms.

The Station 33 remodel was originally presented to the Board of Commissioners during their October 11, 2022 Regular Meeting, wherein staff was directed to pursue the remodel and update the Board once financial impact was determined.

Fiscal Impact

The cost estimate for the first step of the recommended facilities updates is no more than \$70,000 and includes:

- Permitting
- Drawings
- Engineering

There is money in the WFR reserve fund to cover the recommended expenditure.

Recommendations

Staff recommends that the Board of Fire Commissioners authorize staff to spend no more than \$70,000 on permitting, drawings, and engineering for the remodel at Station 33.

PROPOSED MOTION

I move that the Board of Fire Commissioners authorize staff to spend no more than \$70,000 on permitting, drawings, and engineering for the remodel at Station 33.

EASTSIDE FIRE AND RESCUE
WOODINVILLE STATION 33 RESTROOM RENOVATION



11/7/22

Exhibit A - Project Scope

DESCRIPTION OF SERVICES (Assumes Owner is not pursuing any specific sustainability goals)

Design, Construction Drawings, Bidding and Construction Administration Services as outlined below.

TCA Architectural Services

Phase I: Design

TCA	<p>Attend walk through of existing fire station 33 to review owner goals</p> <p>Attend virtual meetings, provide Restroom/ Laundry/ Sleeping Room re-design layout and coordinate with with consultants on Electrical, Mechanical and Plumbing goals.</p> <p>Review added service electrical items such as technoolgy programming, telecom design, AV design, alerting, utility coordination, etc.</p> <p>Review possible structural needs with engineer in relation to removal and replacement of existing slab.</p> <p>Review design layout and plumbing fixture needs with owner and adjust as needed.</p> <p>Develop and provide interior elevations for Owner review and approval.</p> <p>Review possible flooring change options (existing tile change to ground concrete, epoxy or other)</p> <p>Layout reflected ceiling plan showing drywall and acoustical ceiling tile grid (also for consultant use)</p>
Consul.	No work for Constultans as all design included in Phase II
Cost Est.	Take information provided above and formulate preliminary cost estimate for the scope of work
Owner	Review design and resulting cost estimate. If approved- move on to phase II

Phase II: Construction Documents/ Permit & Bid

TCA	<p>Coordinate consultant walk through of station 33 as needed</p> <p>Attend virtual meetings and in person meetings as needed</p> <p>Coordinate work with consultants</p> <p>Provide building code research on restroom, laundry room and sleeping room related needs.</p> <p>Provide construction plans of renovated spaces including interior elevations, sections and details (as required by jurisdiction for permitting).</p> <p>Review overall design, layout and details with Owner for approval to submit to building department</p> <p>Review specification needs with Owner and consultants including, Owner/Contractor contracts, products, systems and process in preparation for specification development</p> <p>Develop bid ready set of specifications for Owner review</p> <p>Finalize Bid ready (Construction) documents</p>
Consul.	<p>Coordinate with Owner and TCA on system changes including plumbing fixtures, fire sprinkler adjustments,</p> <p>Provide construction plans for inclusion in permit set to King County</p> <p>Provide and coordinate specifications with TCA and Owner.</p> <p>Provide bid ready / construction documents</p>
Cost Est.	Assume one Estimate prior to submission of permit application.
Owner	<p>Approve design, documentation and coordinate with TCA for Owner submittal to King County.</p> <p>Coordinate King County comments with TCA</p> <p>Approve design and documentation for bid</p> <p>Attend bid opening, review bids, review apparent low bid documents, approve bidder, coordindate owner/contractor contract with contractor</p> <p>Issue notice to proceed</p>

Phase III: Construction & Closeout

TCA **Permitting:**
Coordinated permit ready documents and submittal needs with Owner and King County Building and Planning

Update documents as needed from possible building department comments

Bidding:

Addend Pre-Bid walk-thru, respond to bidder questions and issue addendum as required to respond to bidder questions.

Attend bid opening, review bids, review apparent low bid documents and advise Owner on approval of bidder.

Construction Administration and Closeout:

Construction anticipated to be about two months depending on equipment ordering time

TCA and Consultants expect need to visit site but can do so as needed on hourly basis

Assist owner with pre-construction meeting

Respond to contractor questions, Respond to request for information, Clarifications, Issue change orders as needed and approved by the owner, review substitution requests as needed, Review and track submittals and track meeting notes

Review pay applications and work with Owner with approval of pay applications

Review contractor required punch list for substantial and final completion

Issue Substantial completion documents when contractor has reached that milestone & completed punch lists

Assist Owner with warranty reviews, closeout items, final pay application and other closeout documents

Establish date of Substantial Completion and date of Final Completion and issue notifications.

Consul. **Permitting:**

Provide updated information based on building department review

(Mechanical and Plumbing may be deferred submittals- during construction- to King County)

Bidding:

Addend Pre-Bid walk-thru, respond to bidder questions and issue addendum as required to respond to bidder questions.

Construction Administration and Closeout:

Assist Architect and Owner with contractor questions and clarifications related to their specialty

Attend construction meetings only as needed to clarify issues or contractor questions as required

Perform substantial and final completion site walk throughs and punch lists

(TCA / Owner to review/approve consultants time to visit site for construction, Closeout and Warranty)

Cost Est. No work anticipated

Owner Attend on site construction meetings

Assist Architect in review of contractor questions, resolutions and issuance of appropriate documents

Approve substantial completion and final completion punch lists

Review warranty and closure binders from contractor

Assist Architect in final pay applications and closeout process including utility bills, warranties etc.

Fee Outline

Phase I	TCA Design (This fee pre-approved by Owner under separate amendment)	\$10,000.00
	Subtotal	\$10,000.00
	Phase I Subtotal	\$10,000.00
Phase II	TCA Construction Documents (includes SD, DD and CD)	\$19,800.00
	Subtotal	\$19,800.00
	Consultants- Construction and Closeout- Hourly Rates. See attached Rate Sheets	
	Mechanical (hourly - see Exhibit B)	\$12,500.00
	Electrical (hourly - see Exhibit C)	\$10,800.00
	Structural (hourly - see Exhibit D)	\$5,000.00
	Cost Estimating (See Exhibit E)	\$2,590.00
	Subtotal	\$30,890.00
	TCA Consultant Mark up 15%	\$4,633.50
	Phase II Subtotal	\$55,323.50
Phase III	TCA Permitting, Bid Assistance, Construction and Closeout (hourly - see Exhibit A)	\$0.00
	TCA site visits as needed only (on hourly basis @ PA \$160/hr rate)	\$0.00
	Subtotal	\$0.00
	Consultants- Permitting, Bid Assistance, Construction and Closeout- Hourly Rates. See attached Rate Sheets	
	Mechanical (hourly - see Exhibit B)	\$0.00
	Electrical (hourly - see Exhibit C)	\$0.00
	Structural (hourly - see Exhibit D)	\$0.00
	Subtotal	\$0.00
	Phase IV Subtotal	\$0.00
	Subtotal Project:	\$65,323.50



November 2, 2022

Ms. Michelle Langrehr
TCA Architecture
6211 Roosevelt Way NE
Seattle, WA 98115

SUBJECT: Eastside Fire & Rescue – Woodinville FS 33 – Restroom Remodel
Mechanical Engineering Proposal - REVISED

Dear Michelle:

Thank you for including us on the team for the Woodinville Fire Station 33 restroom remodel project. We understand this project scope will be as shown on TCA's Proposed Restroom Renovation Plan, dated September 28, 2022. The project includes converting the existing combined Women's and Men's restrooms into three single occupant shower rooms, laundry room and one public restroom.

Scope

1. SD and DD phases are not requested for this project.
2. CD Phase: Visit site twice (2) to view existing conditions in the area of work. Mechanical/Plumbing are not available and we will determine existing pipe and HVAC connection points. Develop and coordinate contract documents (plans and specifications) for HVAC and plumbing systems. Provide one lump-sum mechanical cost estimate;
3. We understand the building is not sprinkled, and sprinklers will not be added in this project;
4. Make any plan check corrections required by reviewing authorities;
5. Provide assistance to contractors during the bidding phase;
6. Review mechanical contractor's submittals;
7. Provide in-house construction administration and coordination and;
8. Provide two site observation visits (including the final punch) and prepare a written summary of each visit. These visits shall not be construed as approval or guarantee of the Contractors' performance or safety measures. Verifying that punch list corrections have been completed will be the responsibility of the General Contractor.

Michelle Langrehr
 EFR Woodinville FS 33 – Restroom Remodel - REVISED
 November 2, 2022

Fees

We propose the following fees for this work.

Construction Documents:	\$12,500.00
Permitting:	Hourly
Bid and Negotiation:	Hourly
Construction Administration:	Hourly
Project Closeout:	Hourly
 Additional Site Visits (more than 2):	 \$ 1,000.00 each

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

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

Assumptions

1. The project will be permitted under the 2018 versions of the Washington State Energy and Mechanical Codes with State and local amendments.
2. 2018 Energy Code: Neither TSPR nor C406 Additional Energy Credits will be required for this project.
3. We will prepare our mechanical and plumbing drawings in 2D AutoCAD.
4. We include one lump-sum mechanical cost estimate. This cost estimates will be provided to a third party cost estimator for inclusion in their work.
5. We do not anticipate assisting with the Non-Residential Energy Code (NREC) Envelope forms, as we understand the envelope is not being altered.
6. The mechanical and plumbing permits will be deferred submittals. The contractors will be responsible for permit submittal intake, including forms, fees, and other paperwork.
7. We do not anticipate or include King County plumbing plan review design or drawings. If the jurisdiction requires these, it will be an add service.
8. All site work will be done by a civil engineer. Our work only includes piping in the building and within five feet of the building.
9. Pump systems for waste, storm, or domestic water will not be required.
10. No fire protection scope is included.
11. Plumbing scope includes new fixtures and piping for the new shower rooms and laundry room. We anticipate connecting to existing pipe mains. A new gas-fired or electric water heater will be provided.

Michelle Langrehr
EFR Woodinville FS 33 – Restroom Remodel - REVISED
November 2, 2022
Assumptions (cont.)


- 12. HVAC Scope: We anticipate a new exhaust fan for the shower and laundry rooms. Existing ducted supply/return systems will be adjusted to match the new floor plan. New diffusers and grilles.
- 13. We do not include Add-Alternate or Deductive Alternate plans.
- 14. All structural and seismic calculations (including those pertaining to mechanical and plumbing systems) will be provided by a structural engineer, not by Sider + Byers. This scope is not included in our fee.
- 15. The above fees do not include the following additional services: LEED or other green building services, life cycle cost analysis, value engineering meetings, constructability meetings, commissioning, redesign after acceptance, warranty services, energy sub-metering, heat pump or ground source water heating, rainwater harvesting, on-site renewable energy, or snow-melt systems.
- 16. Copying, printing and delivery for design-team coordination are included as Basic Services. Printing and associated costs for submittal to Owner, for bidding or permit(s) will be reimbursable.
- 17. Fees may be renegotiated if construction document phase begins after January 2023 and/or construction after June 2023.

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

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

Sincerely,

SIDER + BYERS ASSOCIATES, INC.



Jon Shafer, P.E., Principal

Accepted this _____ day of _____, of 2022

TCA Architecture

by _____
Officer and Title



November 2, 2022

Michelle Langrehr
TCA Architecture
6211 Roosevelt Way NE
Seattle, WA 98115

Subject: Woodinville Fire Station 33 Restroom/Laundry Remodel

Thank you for the opportunity to submit our proposal for the subject project. Reference is made to your initial email dated October 28, 2022 requesting Electrical Engineering services for the remodel of the existing restroom area. We understand the scope of this project will be limited to the restroom and laundry room remodel. Electrical as-built drawings are not available for this site. We will include time to as-built portions of the station needed to accomplish the scope of this work. Should the Owner desire a full as-built, please let us know and we will modify our fee accordingly.

We will provide Construction Documents for the restroom/laundry remodel on a lump sum, not to exceed basis. Our understanding of the fee is as follows:

Design Contract Documents	\$10,800
Permitting, Bidding, Construction Administration and Close Out	Hourly @ \$150/hour

Our scope does not include the following:

1. Any scope addition over the restroom/laundry room scope of work described in your email referenced above.
2. Full as-built electrical drawings of the existing station.
3. Metering for demand load, if said demand is not available through the utility.

Additional services and/or design meetings would be on an hourly basis and as directed by TCA Architecture. Our hourly rate is \$150/hr.

A Case Engineering invoice will be prepared monthly. Purchaser will pay Case Engineering for each Case Engineering Invoice due within 60 days of invoice date. Purchaser will not withhold retention.

Direct expenses associated with travel, deliverables and document reproduction (printing, binding, etc.) will be billed at cost plus 10% for Administration.

Woodinville Fire Station 33 Restroom/Laundry Remodel

November 2, 2022

Page 2 of 2

The proposal price includes only insurance coverage that is applicable to this scope of work and that Case Engineering currently has in place.

If you have any questions or comments, please call to discuss.

CASE ENGINEERING, P.S.

John Kritsis

Principal

Proposal Accepted By: _____ Title: _____

Signature: _____ Date: _____

October 28, 2022

Proposal for Limited Engineering Services

TO Eric Schaer
TCA Architecture Planning
6211 Roosevelt Way NE
Seattle, WA 98115

PROJECT *Eastside Fire & Rescue
Fire Station 33 Restroom Remodel*

This proposal is to confirm our understanding of the scope of services and compensation for this project.

Description of Project

The project involves the restroom remodel of the Eastside Fire & Rescue Fire Station 33 in Woodinville, Washington. It is a 1-story building with masonry and wood walls and a wood framed roof. Based on the remodel plans received 10/20/22 there is no significant structural impacts to the building with this project. The slab-on-grade will be removed and replaced to accommodate the reconfiguration of the restroom and under slab piping.

Scope of Services

The scope of services is limited to the assistance with small structural items related to the restroom remodel. The primary scope item is the removal and replacement of the slab-on-grade and how it ties back into the existing slab. We will design the new slab-on-grade and detail any connections of the slab to the existing structure. This work will be shown and annotated in the architectural drawings.

We do not anticipate developing structural drawings for this project and have excluded structural drawings from our scope.

Proposed Fee

Although we cannot guarantee a maximum amount, we estimate our fee, based on our hourly rates, will be approximately \$5,000. We will notify you prior to performing any work exceeding the estimated amount.

Terms and Conditions

This proposal is based on the project description and design scope noted in this letter, as well as the enclosed Schedule of Conditions, which is a part of this agreement. Please sign this document and return a copy so that we may proceed. If you authorize us to proceed prior to receiving a signed copy, we will do so, assuming agreement with this document.



COUGHLIN PORTER LUNDEEN, INC.
Mike Armstrong, Senior Project Manager

For TCA Architecture Planning

Date

Schedule of Conditions

The services and compensation of Coughlin Porter Lundeen, Inc. are based on the following conditions unless otherwise noted in the accompanying proposal. Services that are not expressly included in the proposal letter or otherwise included herein, are expressly excluded. Authorization for Coughlin Porter Lundeen to proceed constitutes agreement to these terms and conditions.

1. Hourly Charges for Personnel

Personnel will be charged at the following rates when hourly billing is applicable:

\$215	Principal	95	Engineer III
205	Associate Principal	145	Project Administrator
200	Associate	145	Senior Technician
195	Senior Project Manager	140	Technician I
185	Project Manager	125	Technician II
170	CAD Manager	105	Technician III
165	Project Engineer I	85	Technician IV
150	Project Engineer II	75	Administration
135	Engineer I	75	Intern
125	Engineer II		

These rates are in effect for a 12-month period, subject to annual increases, which typically take place in January of each year. Excluded from these rates is work involving expert witness testimony, litigation, or negotiating claims settlements.

2. Reimbursable Expenses

- 2.1 Expenses and services not directly provided by Coughlin Porter Lundeen will be charged at 1.1 x cost. Reimbursable expenses include printing of drawings or specifications, courier service, overnight mail, equipment rental, and other charges incurred during the course of our work, not directly provided by us. These items are not included in our fee unless specifically noted in our proposal.

3. Non-Structural Components

- 3.1 The International Building Code, depending on seismic risk level of the project, requires certain non-structural components to meet various standards and/or to be designed by a registered engineer. Except as specifically stated, design of the seismic stability, bracing, or anchorage of nonstructural elements of the building is not a part of the scope of work included herein. Nonstructural elements include, but are not limited to, suspended ceilings; access floors; interior partitions; cladding; glazing systems; light and electrical fixtures; mechanical equipment; life safety components including fire pumps, emergency generators, smoke evacuation fans, and sprinkler systems; storage racks; awnings; architectural fixtures; cabinetry; and furniture.
- 3.2 Unless otherwise noted, the design work described above shall be provided under the direction of the General Contractor on a design-build basis and is excluded from Coughlin Porter Lundeen's scope of work. The Architect shall provide such direction in the specifications. Coughlin Porter Lundeen shall not provide such services unless a specific scope of work can be negotiated and additional compensation is provided.

4. Dispute Resolution

- 4.1 In an effort to resolve conflicts that arise during the design or construction of the project or following the completion of the project, the Client and Coughlin Porter Lundeen agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

- 4.2 Should the dispute not be resolved by nonbinding mediation, it shall be litigated. The parties agree that any appropriate state or federal district court located in Seattle, Washington shall have exclusive jurisdiction over any case, controversy, or dispute arising under or in connection with this Agreement and shall be a proper forum in which to adjudicate such dispute. The parties consent to such jurisdiction for all purposes (both personal and subject matter). If any claims in a dispute raised by the Client involve allegations of negligence or the breach of the standard of care, thirty (30) days prior to commencing any judicial proceeding, the Client shall provide to Coughlin Porter Lundeen a written certification executed by an independent design professional currently practicing in the same discipline and licensed in the State of Washington. This certification shall specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a professional performing services under similar circumstances. The provision of such written certification is a condition precedent to initiating any legal proceeding or action against Coughlin Porter Lundeen alleging or relating to negligence or a breach of the standard of care.
- 4.3 Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitation shall commence to run not later than either the date of substantial completion, as that term is defined in RCW 4.16.310, for acts or failures to act occurring prior to substantial completion, or the date of issuance of the final invoice for payment for acts or failures to act that occur after substantial completion; or, if this Agreement is terminated in accordance with Article 7.1, upon the date Coughlin Porter Lundeen terminates services on the Project.

5. Standard of Care

- 5.1 Services provided by Coughlin Porter Lundeen under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the time the services are provided. No other warranty or representation, either expressed or implied, is included or intended in our proposals, contracts, plans and specifications, or reports.

6. Risk Allocation/Limit of Liability

- 6.1 Coughlin Porter Lundeen shall not be liable for loss or damage occasioned by delays beyond its control, or for loss of earnings, loss of use or other incidental or consequential damages suffered by Client or others, however caused.
- 6.2 The Client agrees that to the fullest extent permitted by law, Coughlin Porter Lundeen's total liability to the Client, in tort or in contract, for any and all injuries, claims, losses, expenses, damages, causes of action, or claim expenses (inclusive of legal costs) arising out of this agreement from any cause or causes shall be the lesser of the amount of insurance then available to fund any settlement, award, the amount of fees for services, or \$25,000.
- 6.3 No Principal or employee of Coughlin Porter Lundeen shall incur personal liability to any other party, for an act, error, or omission related to this Agreement.

7. Insurance

- 7.1 Notwithstanding any other provision in this Agreement, nothing shall be construed so as to void, vitiate, adversely affect or in any other way impair any insurance coverage held by either party to this Agreement.
- 7.2 Coughlin Porter Lundeen shall procure Professional Liability Insurance in the amount of \$1,000,000 per claim and in the aggregate for the duration of the Project. Any proposed increase in the amount of insurance required shall be submitted in writing and is only valid if agreed to in writing by Coughlin Porter Lundeen.

8. Verification of Existing Conditions

- 8.1 In as much as the remodeling and/or rehabilitation of an existing building requires that certain assumptions be made regarding existing conditions, and because some of these assumptions cannot be verified without expending additional sums of money, or destroying otherwise adequate or serviceable portions of the building, the Client agrees that Coughlin Porter Lundeen shall not be liable for any costs or damages incurred by any person or entity resulting from concealed or unknown conditions in the existing building.
- 8.2 In addition, Coughlin Porter Lundeen shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the project site, including but not limited to pollutants, asbestos, asbestos products, polychlorinated biphenyl, or other toxic substances.

9. Opinion of Probable Costs

Coughlin Porter Lundeen will not provide opinions of probable costs for this project.

10. Choice of Law/Assignment

This Agreement shall be governed by the laws of the State of Washington, without reference to its laws regarding choice of law. Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due, monies that may be due, or claims arising out of this Agreement) without the prior written consent of the other party.

11. Site Safety

As part of its scope of work, Coughlin Porter Lundeen may perform construction phase services. Coughlin Porter Lundeen however, shall have no control over, charge of, or responsibility for the construction means, methods, techniques, sequence or procedures, or for safety precautions and programs in connection with the work, nor shall Coughlin Porter Lundeen be responsible for Client's or Client's contractor's failure to perform the work in accordance with the design documents.

12. No Third Party Beneficiary

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Coughlin Porter Lundeen. Neither Coughlin Porter Lundeen's administration of the contract between the Client and the contractor, nor any acts by Coughlin Porter Lundeen in performing its services hereunder, shall be construed to create a duty of care or any other duty toward any third party, including the contractor or any subcontractor.

13. Entire Agreement

This Agreement represents the entire and integrated agreement between Client and Coughlin Porter Lundeen and this Agreement incorporates and supersedes all prior negotiations, representations, or agreements, either written or oral. Neither party has relied upon any statement, estimate, forecast, projection, representation, warranty, action, or agreement of the other party except for those expressly contained in this Agreement. This Agreement may be amended only by written instrument signed by both Client and Coughlin Porter Lundeen.



Proposal

CLIENT	TCA Architecture	DATE	October 26, 2022
CLIENT CONTACT	Michelle Langrehr	PROJECT	Eastside Fire and Rescue Station 33 Restroom Upgrades

Dear Michelle,

Please see below our proposal for providing cost consulting services for the Eastside Fire and Rescue Station 33 Restroom Upgrades project. It is our understanding that we will be providing one estimate at the design development phase and are responsible to price the architectural, structural, demolition and general conditions portions only. The costs for mechanical, electrical and any required civil work will be provided for our review and inclusion into the complete estimate.

Provide cost consulting services at the following design stages:

- Design Development Estimate

2.1 Cost Estimate

The cost estimate will be based on the measurement of quantities from drawings and provided information and priced in accordance with these drawings, specifications and descriptions of the work. All sections will be estimated in detail based upon the information available. We have assumed that both stations will be estimated at the same time and presented in the same report.

2.2 Format

The estimate will be presented in elemental format or that determined by the project team.

2.3 Exclusions

Any design work or estimating beyond the above stated services and scope and beyond the site.

2.4 Meetings / Follow Up / Estimate Review

We have assumed for this fee proposal for (1) hour of meetings, conference calls and follow up at each design stage.

2.5 Project Staffing Assignment

- Dan Cassady (30+ Years' Experience) – Lead Estimator
- John Perry (30+ Years' Experience) –QA/QC

3. Basic Estimating Services Fees

Our Not to Exceed Hourly fee for cost estimating services is **\$2,960** based on the following breakdown:

- **Design Development Estimate = \$2,960 (16 Hours x \$185/Hr.)**
 - Internal Kick-Off / Report Prep: 1 Hour
 - Estimating: 12 Hours
 - Mech/Elec Estimate Review: 1 Hour
 - Internal Estimating QA/QC: 1 Hour
 - Meetings / Conference Calls / Follow Up: 1 Hour

4. Expenses

Direct reimbursable expenditures if appropriate will be charged in accordance with the prime agreement or Our Hourly rates for miscellaneous additional services will be billed as reimbursable at \$185/Hr. Flights and Accommodations will be billed at Cost + 10%. *We are not anticipating expenses for this project.*

5. Payment

We will invoice on completion of each phase for payment net thirty (30) days. This proposal remains open for acceptance for a period of three months after which time the writer should be consulted for verification of scope and fees.

6. Project Schedule

Based on our understanding of the current schedule that if successful in our proposal we would receive the documents on the following dates for the formal submittals of our service:

Documents to RC Cost Group
Per Schedule

Complete Cost Plan
Per Schedule

We look forward to the opportunity of working with you on this important project and if you have any questions regarding this proposal or the fee structure, please give us a call. Thank you.

Sincerely,

Dan Cassidy

Dan Cassidy, Associate Principal
RC Cost Group, INC.

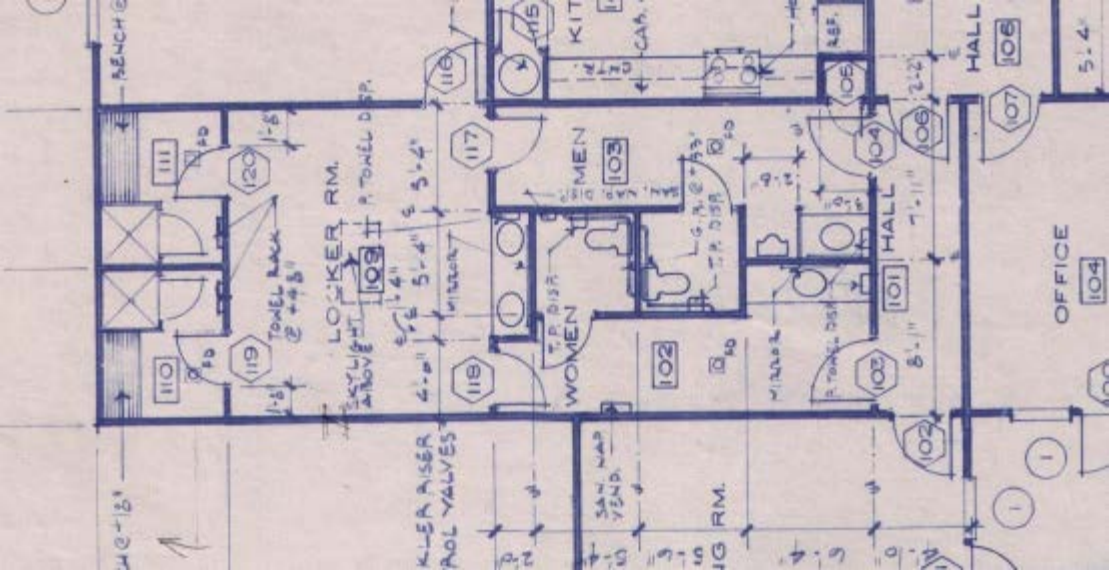
Confirmation of Agreement:

This letter correctly sets out the scope and fees for services to be provided by RC Cost Group, Inc. for this project.

SIGNATURE OF AUTHORIZED OFFICER

TITLE OF AUTHORIZED OFFICER

DATE





**Woodinville Fire & Rescue
Board of Fire Commissioners**

To: Woodinville Fire & Rescue Board of Fire Commissioners
From: Fire Chief Ben Lane
Subject: Fire Chief Briefing – December 2022

Updated Station Signage

Battalion 3 (Woodinville) Stations now proudly display EF&R's partnership.



PFAS

EF&R received notification that our application for the Toxics Cleanup Remedial Action Grant and Loan Program was unfortunately not selected for funding at this time. The department will continue to explore other grant opportunities and advocate for legislative support.



Woodinville Fire & Rescue Board of Fire Commissioners

Community Involvement

Chamber lunch

- over \$2,000 donated to the Woodinville Firefighters Benevolent Fund from the luncheon proceeds
- raised an extra \$5,450 passing the boot to contribute to the Benevolent Fund



Benevolent Fund Food drive - 2022 totals

- Food = 7,447 pounds
- Cash, checks, gift cards and Venmo \$1,870.27





Woodinville Fire & Rescue Board of Fire Commissioners

Strategic Plan

The 2023-2027 strategic plan has been finalized and is off to print, we look forward to presenting you with a color copy in the New Year!

New Public Record Request Software

We are excited to announce that, effective December 5, 2022, EF&R launched NextRequest, a web-based portal to process Public Records Requests. The use of this new program was made possible through EF&R being awarded the Washington State Technology Tools Local Records Grant. Using this portal will help streamline the process, reduce costs, and enable requestors to view the ongoing status of their requests as we process them. Requestors will access NextRequest through the same Records Request button on our website that is currently used. That button will now lead them directly to the NextRequest portal.

CORE Connect Promotion

We are pleased to announce that Rebecca Rice will be promoted to the position of CORE Program Manager effective January 1, 2023. Rebecca has been an integral part of the development of the CORE Program over the past two years at EF&R. As this program grows, so does the capacity to serve a greater number of people in the area. Rebecca's experience and knowledge makes her an ideal candidate for this new position and was selected to be the new Program Manager effective 1/1/23. The department will be recruiting a new Care Coordinator to fill the position vacated by Rebecca's promotion.





**Woodinville Fire & Rescue
Board of Fire Commissioners**

New Emergency Management Team Member: Zak Mohamed

Hi everyone, my name is Zak. I am excited to join the East Side Fire and Rescue family. A little bit about me, I love snowboarding, learning new recipes, and



spending time with my friends and family. I also enjoy learning about community resiliency and climate tech because it is essential to equip cities and communities with strategies to withstand and overcome disasters such as earthquakes, droughts, tsunamis, and wildfires. I chose to study emergency management because I have seen firsthand the effects of what changing climate can do to a country, and I have a family who are climate refugees. We are living in a critical time in history to make an impact against climate change. There is a misconception that many people believe that the effects of climate change are too far gone and irreversible, which makes them fall into climate despair. This past summer, I worked off the coast of Kenya in a small coastal city named Diani. I worked alongside a team of marine and coral reef researchers doing ecological restoration. We did surveying, coral reef building, beach cleanups, and

coastal management, and we also helped baby sea turtles hatch. My takeaway from that project this summer is many hands make light work. I am excited to learn and grow from everyone here and to do meaningful work.



Woodinville Fire & Rescue
Budget Performance Report
For the month ended October 31, 2022

Cash/Investment Balances by Fund

Line #	Cash/Investment Balance	Benefit Charge Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
1	October 31, 2022	\$8,324,714	\$0	\$509,135	\$15,610,127	\$906,263	\$25,350,238
2							
3	December 31, 2021	\$6,942,015	\$0	\$754,076	\$15,834,868	\$1,310,273	\$24,841,232
4							
5	Dollar Increase (Decrease)	<u>\$1,382,699</u>	<u>\$0</u>	<u>(\$244,941)</u>	<u>(\$224,741)</u>	<u>(\$404,010)</u>	<u>\$509,006</u>
6							
7	Percentage Increase (Decrease)	19.92%	-	-32.48%	-1.42%	-30.83%	2.05%
8							
9	<i>For historical reference, 2017 through 2020 year-end cash/investment balances are shown below.</i>						
10							
11		Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
12	December 31, 2020	\$7,122,467	\$0	\$771,758	\$13,774,558	\$1,957,859	\$23,626,642
13							
14	December 31, 2019	\$7,356,347	\$0	\$2,399	\$11,224,084	\$1,190,213	\$19,773,042
15							
16	December 31, 2018	\$7,132,960	\$0	\$14,241	\$8,970,005	\$1,162,459	\$17,279,665
17							
18	December 31, 2017	\$5,934,376	\$0	\$32,391	\$8,731,034	\$1,833,195	\$16,530,996

Woodinville Fire & Rescue
Budget Performance Report
For the month ended October 31, 2022

Expense Fund - YTD Financial Statement

Line #	Budget Performance by Fund	2022 Annual Budget	2022 YTD Actual	Fav/(Unfav) vs. Budget	
				Dollars	Percent
1	Revenues				
2	Cash Balance - Beginning of Year	\$7,014,221	\$7,014,221	\$0	0.0%
3					
4	Current Year Revenues				
5	Property Tax	\$9,092,270	\$8,033,713	(\$1,058,557)	-11.6%
6	King County EMS Levy - BLS Funds	\$641,411	\$641,411	\$0	0.0%
7	Permit/Plan Review Revenue	\$100,000	\$113,483	\$13,483	13.5%
8	Miscellaneous Other	\$100,000	\$409,334	\$309,334	309.3%
9	Interfund Transfers IN				
10	Benefit Charge Fund	\$4,423,177	\$3,953,361	(\$469,816)	-10.6%
11	Reserve Fund		\$16,793		
12	Benefit Liability Reserve Fund		\$320,000	\$320,000	
13	Total Current Year Revenue	\$14,356,858	\$13,488,094	(\$885,556)	-6.2%
14					
15	Total Resources (BFB + Revenue)	\$21,371,079	\$20,502,315	(\$868,764)	-4.1%
16					
17	Expenditures				
18	Salaries & Wages	\$30,000	\$10,211	\$19,789	66.0%
19	Benefits	\$425,990	\$492,357	(\$66,367)	-15.6%
20	Office & Operating Supplies	\$20,650	\$12,848	\$7,802	37.8%
21	Elections & Info	\$60,000	\$27,245	\$32,755	N/A
22	Professional Services	\$13,974,515	\$11,012,263	\$2,962,252	21.2%
23	Travel	\$9,457	\$1,740	\$7,717	81.6%
24	Training & Education	\$6,800	\$7,155	(\$355)	-5.2%

Woodinville Fire & Rescue
Budget Performance Report
For the month ended October 31, 2022

Expense Fund - YTD Financial Statement

Line #	Budget Performance by Fund	2022 Annual Budget	2022 YTD Actual	Fav/(Unfav) vs. Budget	
				Dollars	Percent
25	Advertising	\$850	\$0	\$850	100.0%
26	Insurance (Buildings/Apparatus)	\$10,000	\$5,739	\$4,261	42.6%
27	Miscellaneous Other	\$10,000	\$2,049	\$7,951	79.5%
28	Intergovernmental Services	\$257,274	\$132,364	\$124,910	48.6%
29	Capital Outlay (land/building)	\$0	\$16,793	(\$16,793)	N/A
30	Sub-Total (excluding Intrafund Transfers)	\$14,805,536	\$11,720,765	\$3,084,771	20.8%
31					
32	Interfund Transfers OUT				
33	Reserve Fund	\$0	\$0	\$0	N/A
34	Benefit Charge Fund	\$0	\$136	(\$136)	N/A
35	Benefit Liability Reserve Fund	\$0	\$0	\$0	N/A
36	Capital Projects Fund	\$0	\$0	\$0	N/A
37	Total Expenditures	\$14,805,536	\$11,720,901	\$3,084,635	20.8%
38					
39	Current Year Revenue less Expenditures	(\$448,678)	\$1,767,194		
40					
41	Cash Balance End of Month (10/2022)	\$6,565,543	\$8,781,415	\$2,215,872	33.8%
42					
43	Total Expenditures and Cash Balance	\$21,371,079	\$20,502,315	(\$868,764)	-4.1%



Special District Voucher Approval Document

2022-29

KC v2.0

Scheduled Payment Date: 12/12/2022
Total Amount: \$24,799.48
Control Total: 5
Payment Method: WARRANT

District Name: Woodinville Fire & Rescue
File Name: AP_WDNVLFIR_APSUPINV_20221208095518.csv
Fund #: 100360010

CONTACT INFORMATION

Preparer's Name:

Ely J. B. Lins

Email Address: kcprinting@esf-r.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)):

Roger Collins

Authorized District Signature

12-13-2022

Date

Doug Halbert

Authorized District Signature

12-13-2022

Date

Mike Millman

Authorized District Signature

12-13-2022

Date

Derek van Veen

Authorized District Signature

12-13-2022

Date

Anjela Barton

Authorized District Signature

12-13-2022

Date

Scott Kain

Authorized District Signature

12/8/2022

Date

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:

Batch Processed By: _____

Date Processed: _____



Special District Voucher Approval Document

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20221208095518.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CLOUD 9 SPORTS			221201001	12/12/2022	\$484.32	JM2354
DEPT OF RETIREMENT SYSTEMS			221201002	12/12/2022	\$231.71	1535311
IAFF HEALTH & WELLNESS TRUST			221201003	12/12/2022	\$365.37	30,114
SHORELINE FIRE DEPT			221201004	12/12/2022	\$23,587.29	2022-Q1,2022MIH-4
US BANK CORPORATE PAYMENT SYSTEMS			221201005	12/12/2022	\$130.79	1420-3

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

Time: 07:52:07 Date: 12/08/2022

As Of: 12/12/2022

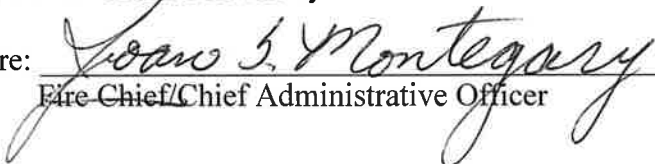
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
20197	11/28/2022	12/12/2022	1242	CLOUD 9 SPORTS	484.32	2022 Workwear for Commissioners
522 10 49 80-01	Unexpected Costs (Includ		001 000 522 General Expense	484.32	2022 Workwear for Commissioners	
20201	12/01/2022	12/12/2022	239	DEPT OF RETIREMENT SYSTEMS	231.71	Baca - ER owed for DRS optional bill (military) - Invoice 01535311
522 10 49 80-01	Unexpected Costs (Includ		001 000 522 General Expense	231.71	Baca - ER owed for DRS optional bill (military) - Invoice 01535311	
20198	11/19/2022	12/12/2022	1237	IAFF HEALTH & WELLNESS TRUST	365.37	December 2022; LEOFF 1 Medicare Supplement Payments (May-Dec 2022)
522 10 22 30-01	LEOFF 1 - Medicare/Med		001 000 522 General Expense	365.37	LEOFF 1 Medicare Supplement Payments (May-Dec 2022)	
20199	12/05/2022	12/12/2022	807	SHORELINE FIRE DEPT	9,685.00	2022 BLS QI & TRAINING
522 10 41 10-14	Intergov Prof Svcs - CBT I		001 000 522 General Expense	9,685.00	2022 QI Funds (EMS Levy)	
20200	11/28/2022	12/12/2022	807	SHORELINE FIRE DEPT	13,902.29	MIH SERVICES THROUGH 11/16/22
522 10 41 10-13	Intergov Prof Svcs - CMT		001 000 522 General Expense	13,902.29	MIH Funds for 10/1/22 - 11/16/22 (Invoice 2022MIH-4)	
Total SHORELINE FIRE DEPT				23,587.29		
20202	11/02/2022	12/12/2022	1232	US BANK CORPORATE PAYMENT SYSTEMS	130.79	NOVEMBER MONTHLY SUBSCRIPTION FOR WF-R.ORG ACCOUNTS
522 10 48 30-20	IT - Website Maintenance		001 000 522 General Expense	130.79	MS Office 365 Subscription (5 BoFC) for 10/17 - 11/16/22	

Report Total: 24,799.48

Fund	
001 General Expense Fund (10-036-0010)	24,799.48

This report has been reviewed by:

Signature: 
 Fire Chief/Chief Administrative Officer

Date: 12/8/22



Special District Voucher Approval Document

2022 - 28

KC v2.0

Scheduled Payment Date: 11/23/2022

Total Amount: \$271.20

Control Total: 2

Payment Method: WARRANT

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20221121102106.csv

Fund #: 100360010

CONTACT INFORMATION

Preparer's Name:

Elyse B. Linn

Email Address: kcprinting@esf-r.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)):

<u><i>Roger Collins</i></u> Authorized District Signature	<u>12-13-2022</u> Date
<u><i>Mike Millman</i></u> Authorized District Signature	<u>12-13-2022</u> Date
<u><i>Anjela Barton</i></u> Authorized District Signature	<u>12-13-2022</u> Date

<u><i>Doug Halbert</i></u> Authorized District Signature	<u>12-13-2022</u> Date
<u><i>Derek van Veen</i></u> Authorized District Signature	<u>12-13-2022</u> Date
<u><i>Joan B. Montegary</i></u> Authorized District Signature	<u>11/21/22</u> Date

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:

Batch Processed By: _____

Date Processed: _____



Special District Voucher Approval Document

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20221121102106.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
BANK OF AMERICA			221103001	11/23/2022	\$101.00	0010231-0
GARY HEUSLEIN			221103002	11/23/2022	\$170.20	11.17.2022

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

Time: 09:16:26 Date: 11/21/2022
Page: 1

As Of: 11/23/2022

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
20195	10/28/2022	11/23/2022	BANK OF AMERICA	101.00	
522 14 49 10-01	Bank Service Charges		001 000 522 General Expense	101.00	Safe Deposit Box Rental (12/2/22 - 12/1/23)
20196	11/17/2022	11/23/2022	GARY HEUSLEIN	170.20	DECEMBER 2022
522 10 22 30-01	LEOFF 1 - Medicare/Med		001 000 522 General Expense	170.20	Gary Heuslein Medicare Premium Reimbursement - January - December 2022

Report Total: 271.20

Fund	Report Total
001 General Expense Fund (10-036-0010)	271.20

This report has been reviewed by:

Signature: *Jean S. Montegary*
Fire Chief/Chief Administrative Officer

Date: 11-21-2022



Woodinville Fire & Rescue

P. O. Box 2200 • 17718 Woodinville-Snohomish Rd NE
Woodinville, WA 98072-8509
Phone 425-483-2131 • Fax 425-486-0361

ACH/BANK DEBIT APPROVAL DOCUMENT

Governmental Unit Name: Woodinville Fire & Rescue

EXPENSE ACCOUNT

Fund # 10-036-0010

Board of Directors Approval: We, the Board of Directors of the above-named governmental unit of King County, Washington do hereby certify that the services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: December 13, 2022

Approved for payment:

Derek van Veen
Commissioner, Position 1

Doug Halbert
Commissioner, Position 2

Anjela Barton
Commissioner, Position 3

Mike Millman
Commissioner, Position 4

Roger Collins
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-21	11/9/22, 11/10/22	\$ 684.40

Loan Montenegro
Preauthorization signature (FC/DC/CAO)

US BANK SINGLEPOINT - 3629 TRANSACTIONS

Trans. Date	Paychex Cash Requirement Debits	
11/9/2022	Net Pay: Direct Deposits/Live Checks	352.34
		-
11/10/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	60.45
		-
		-
		-
		-
11/10/2022	PAYCHEX INVOICE	271.61
		684.40

PAY32 TRANSACTION TOTALS	\$	684.40
---------------------------------	-----------	---------------



 Preauthorization signature (FC/DC/CAO)

PAYROLL - GENERAL LEDGER BARS CODING

PAYDATE: 11/10/22

DIRECT DEPOSIT: GROSS PAY MINUS EE DEDUCTIONS											
Trans Type	BIAS Memo	Vendor	Distribution Remark	BARS #				AMOUNT	BAL TO PX PAY JOURNAL		
COMMISSIONERS (11)											
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Wages	522	11	10	10	01	384.00	384.00	
									BALANCE TO GROSS PAY	384.00	
									TOTAL FROM PHONE STIPEND	-	
EMPLOYEE DEDUCTIONS											
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Aflac	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Benevolent Fund	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	DSHS-Div Child	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP Roth	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP R&H/SP/>50	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP DRS/SP/>50	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE LEOFF 2	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Loan - Alerus	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE MERP	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medical	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE PERS 2	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE PERS 3	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE STD/LTD	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Union Dues	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	United Way of KC	522	10	29	99	00			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Social Security	522	10	29	99	00	(23.81)		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medicare	522	10	29	99	00	(5.57)		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Federal Income Tax	522	10	29	99	00	-		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - ADM	522	10	21	30	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - OPS	522	20	21	30	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - TRN	522	45	21	30	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - COMMISH	522	11	21	30	01	(1.69)		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - COM SVCS	522	41	21	30	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - CRR	522	30	21	30	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - FAC	522	50	21	30	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - ADM	522	10	21	20	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - OPS	522	20	21	20	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - TRN	522	45	21	20	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - COMMISH	522	11	21	20	01	(0.59)		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - COM SVCS	522	41	21	20	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - CRR	522	30	21	20	01			
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - FAC	522	50	21	20	01			
									(31.66)	Company Total - Withholding	
									BALANCE TO PAYCHEX NET PAY	352.34	Company Total - Net Pay

Company Total - Deductions

Company Total - Withholding

Company Total - Net Pay

PAYROLL - GENERAL LEDGER BARS CODING

PAYDATE: 11/10/22

US BANK DEBIT PAY32: PAYCHEX										
PAYROLL	BENEFITS/TAXES	680 - PAYROLL TAXES (EFTPS)	EE: SS/MC/FIT/PFML offset	522	10	29	99	00	31.07	
			ADM: ER SS/MC	522	10	21	10	01		
			OPS: ER SS/MC	522	20	21	10	01		
			TRN: ER SS/MC	522	45	21	10	01		
			COMMISH: ER SS/MC	522	11	21	10	01		29.38
			COM SVCS: ER SS/MC	522	41	21	10	01		
			CRR: ER SS/MC	522	30	21	10	01		
			FAC: ER SS/MC	522	50	21	10	01		
SVC CHG	PROF SERVICES	678 - PAYCHEX	Paychex Invoice	522	10	41	10	05	271.61	271.61
Invoice #: 2022110701										
Current Encumbered: DO NOT ENTER into BARS										
Qtly Debit ENTRY AMTS										
L & I ENCUMBERED / QTLY DEBIT										
PAYROLL	BENEFITS/TAXES	940 - WASHINGTON DEPT OF L&I	ADM: ER L&I	522	10	21	20	01	-	
			OPS: ER L&I	522	20	21	20	01	-	
			TRN: ER L&I	522	45	21	20	01	-	
			COMMISH: ER L&I	522	11	21	20	01	0.90	0.59
			COM SVCS: ER L&I	522	41	21	20	01	-	
			CRR: ER L&I	522	30	21	20	01	-	
			FAC: ER L&I	522	50	21	20	01	-	
									0.90	0.59
									1.49	



Woodinville Fire & Rescue

P. O. Box 2200 • 17718 Woodinville-Snohomish Rd NE
Woodinville, WA 98072-8509
Phone 425-483-2131 • Fax 425-486-0361

ACH/BANK DEBIT APPROVAL DOCUMENT

Governmental Unit Name: Woodinville Fire & Rescue

EXPENSE ACCOUNT

Fund # 10-036-0010

Board of Directors Approval: We, the Board of Directors of the above-named governmental unit of King County, Washington do hereby certify that the services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: December 13, 2022

Approved for payment:

Derek van Veen
Commissioner, Position 1

Doug Halbert
Commissioner, Position 2

Anjela Barton
Commissioner, Position 3

Mike Millman
Commissioner, Position 4

Roger Collins
Commissioner, Position 5


Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-23	12/8/21,12/9/21	\$ 1,384.00

Sean S. Montegary
Preauthorization signature (FC/DC/CAO)

US BANK SINGLEPOINT - 3629 TRANSACTIONS

Trans. Date	Paychex Cash Requirement Debits	
12/8/2022	Net Pay: Direct Deposits/Live Checks	939.59
12/9/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	161.18
		-
		-
		-
12/9/2022	PAYCHEX INVOICE	283.23
		1,384.00

PAY32 TRANSACTION TOTALS	\$	1,384.00
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 Preauthorization signature (FC/DC/CAO)

PAYROLL - GENERAL LEDGER BARS CODING

PAYDATE: 12/9/22

DIRECT DEPOSIT: GROSS PAY MINUS EE DEDUCTIONS										BAL TO PX
Trans Type	BIAS Memo	Vendor	Distribution Remark	BARS #				AMOUNT	PAY JOURNAL	
ADMINISTRATION (10)										
COMMISSIONERS (11)										
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Wages	522	11	10	10	01	1,024.00	1,024.00
									BALANCE TO GROSS PAY	1,024.00
									TOTAL FROM PHONE STIPEND	-
EMPLOYEE DEDUCTIONS										
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Aflac	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Benevolent Fund	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	DSHS-Div Child	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP Roth	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP SP/>50	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP DRS/SP/>50	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE LEOFF 2	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Loan - Alerus	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE MERP	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medical	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE PERS 2	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE PERS 3	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE STD/LTD	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Union Dues	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	United Way of KC	522	10	29	99	00		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Social Security	522	10	29	99	00	(63.49)	Company Total - Deductions
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medicare	522	10	29	99	00	(14.85)	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Federal Income Tax	522	10	29	99	00	-	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - ADM	522	10	21	30	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - OPS	522	20	21	30	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - TRN	522	45	21	30	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - COMMISH	522	11	21	30	01	(4.50)	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - COM SVCS	522	41	21	30	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - CRR	522	30	21	30	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - FAC	522	50	21	30	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - ADM	522	10	21	20	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - OPS	522	20	21	20	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - TRN	522	45	21	20	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - COMMISH	522	11	21	20	01	(1.57)	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - COM SVCS	522	41	21	20	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - CRR	522	30	21	20	01		
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - FAC	522	50	21	20	01	(84.41)	Company Total - Withholding
									BALANCE TO PAYCHEX NET PAY	939.59
										Company Total - Net Pay

PAYROLL - GENERAL LEDGER BARS CODING - PAGE 2

PAYDATE: 12/9/22

PAYCHEX VENDOR CHECKS										EE Deduction	ER Expense	Total Agency	N/A
Trans Type	BIAS Memo	Vendor	Distribution Remark	BARS #				Offset entry	Entry	ReadyCheck			
US BANK DEBIT PAY32: PAYCHEX													
			EE: SS/MC/FIT/PFML offset	522	10	29	99	00	82.84				
			ADM: ER SS/MC	522	10	21	10	01		78.34			
			OPS: ER SS/MC	522	20	21	10	01					
			TRN: ER SS/MC	522	45	21	10	01					
			COMMISH: ER SS/MC	522	11	21	10	01					
			COM SVCS: ER SS/MC	522	41	21	10	01					
			CRR: ER SS/MC	522	30	21	10	01					
			FAC: ER SS/MC	522	50	21	10	01					
PAYROLL	BENEFITS/TAXES	680 - PAYROLL TAXES (EFTPS)									161.18		
SVC CHG	PROF SERVICES	678 - PAYCHEX	Paychex Invoice	522	10	41	10	05		283.23	283.23		
										Invoice #:			
										Current Encumbered:			
										DO NOT ENTER into BARS			
												Qtly Debit ENTRY AMTS	
L & I ENCUMBERED / QTLY DEBIT													
			ADM: ER L&I	522	10	21	20	01	-				
			OPS: ER L&I	522	20	21	20	01	-				
			TRN: ER L&I	522	45	21	20	01	-				
			COMMISH: ER L&I	522	11	21	20	01	2.41				
			COM SVCS: ER L&I	522	41	21	20	01	-				
			CRR: ER L&I	522	30	21	20	01	-				
			FAC: ER L&I	522	50	21	20	01	-				
									2.41	-	2.41		