



North Mason Fire

North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy, Belfair

1/21/2020

Present: Commissioners Kelley McIntosh, Brooke Quigley, Dan Kewish, Paul Severson, Bob Miller; Executive Assistant Wassenaar; Chief Bakken; Assistant Chief Cooper

Absent: None

Guests: Bob Kugen with Parametrix

Meeting was called to order at 5:06 p.m. and opened with the Pledge of Allegiance.

A motion was made by Commissioner Kewish to approve expense voucher 200102001 in the amount of \$345,576.15 to JH Kelly for progress payment for Tahuya Apparatus Bay construction project. Commissioner Miller seconded the motion. Motion carried. Commissioner Severson abstained.

FINANCIALS

Follow up by Chief Bakken regarding Commissioner Quigley's question last meeting on transaction amount of \$213,541.54. Chief explained the amount is not an expenditure; line item hold/budget for fire equipment contingencies (repair/replacement).

ADMINISTRATION

Tahuya Summer Event Schedule:

1. Annual Tahuya Day: July 4th. NMRFA ~~roll~~ role is as a vendor only (selling hamburgers)
2. Salmon Bake: August 22nd. NMRFA ~~roll~~ role is as a partner for the event – ticket sales/promotion, split profits

Harrison Silverdale Opening: Harrison Hospital scheduled to open November 14, 2020. Emergency Room to be third largest in WA State. Currently preparing for move; planning to move all patients in a 24 hour window. NMRFA is still awaiting decision regarding transports – what will be sent to current Bremerton location vs. new Silverdale location.

NMRFA Photography: Commissioner photographs scheduled for February 11 prior to Board Meeting.

OLD BUSINESS

State of Qualifications (SOQ) for Project Management Services: Review Committee: Chief Bakken, Assistant Chief Cooper, Commissioner Severson, Executive Assistant Wassenaar. Committee met with three SOQ submitters; consisted of site walk through, project discussion and interview. Discussed pros and cons of each of the three companies as well as scoring matrix. Review Committee recommended Hill International based on scoring (Hill 880; OAC 653; Parametrix 814) – primary deciding factor between Hill and Parametrix was the Price Proposal (Hill \$295,293; OAC \$328,203; Parametrix \$440,366).

Commissioner McIntosh thanked Commissioner Severson for assistance, expertise and availability for the SOQ interviews and headquarters fire station project.

Motion made by Commissioner Quigley to award bid for project management services for new headquarters fire station to Hill International. Motion seconded by Commissioner Kewish. Motion carried.

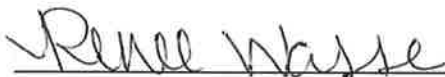
CAC Update: Three people attended (winter weather) – Assistant Chief Cooper, Mel ^{LRW} **Armstrong** and Herb ^{LRW} **Gerhardt**; discussed new headquarters fire station progress including SOQs and the design build process. Also discussed Tahuya construction and new custom fire engine project. May change to quarterly meetings, held at Station 21; will discuss further at next March meeting. Will also determine 2020 Commissioner rotation schedule at March meeting.

Tahuya Fire Station: Assistant Chief Cooper provided construction update – shared progress picture, siding has been installed, rock has been selected, still awaiting bay doors. AC Cooper also addressed a concern brought forward by community member regarding wet insulation; confirmed he spoke with foreman and the project was halted due to the rain, they also took necessary steps to remove and/or dry out any affected insulation.

BIAS Budget Position Chart Overview: Chief Bakken provided Budget Summary comparison with line item summary of expenses; further explained the differences between the previous system format vs. new BIAS system – nuances, difficulties, etc.

Public Comment: None

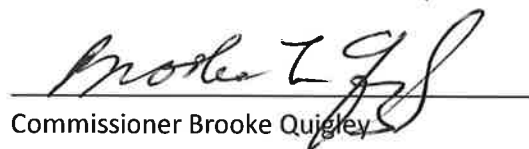
Commissioner McIntosh moved to adjourn. The meeting was adjourned at 6:20 p.m.



Authority Secretary Renee Wassenaar



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish



Commissioner Paul Severson