

## SNOHOMISH COUNTY FIRE DISTRICT NO. 21

Board of Fire Commissioners Regular Meeting  
Monday, April 15, 2019 @5 p.m. @Station 49  
12131 228<sup>th</sup> Street NE, Arlington, WA 98223

**Call to Order:** Chairman Safford called the meeting to order at 5 p.m.

**Attendees:** Chairman Safford, Commissioners Eric Nordstrom & Ed Taft, Fire Chief Chad Schmidt via cell phone, District Attorney Rich Davis via cell phone, Project Manager Vicki Cargile. There were four Crew and one Citizen present.

**Flag Salute:** Chairman Safford led the flag salute.

**Agenda:** Meet with newly hired Project Manager Vicki Cargile to discuss Station 50 plans

### **TCA:**

- Eric of TCA had called to inform the District that he does not believe he will be able to service the District's needs. It's possible he may have new work due to inaction on our part. He doesn't feel he can provide the service we will need at this point. They would like to get out of our current contract with them. TCA believes we are at a point that we have received what we have paid for so far.
- Chief Schmidt does not believe we have our phase 1 drawings completed to satisfaction at this point, and that they have not fulfilled the intent of the contract so far.
- Ms. Cargile had called Eric and Brian of TCA today and was told they have taken on more work. Eric mentioned they hadn't received any feedback from the District on the two drawings provided. Ms. Cargile gave a briefing to the Board on some of the frustration on TCA's side regarding the slow procedure.
- Commissioner Nordstrom would like to decide whether TCA has provided the appropriate services to this point, whether they would like any additional services provided, and would they contract any additional services with TCA.
- Chairman Safford would like to have continued communication channels between TCA and Ms. Cargile. Chief Schmidt agrees that all communications should channel through Ms. Cargile to minimize confusion. She will conference with TCA on Thursday.
- District Attorney Rich Davis was contacted via cell phone. He asked that, if TCA backs out, could the Board approach the second bidder for the Architect position (The RFQ process had narrowed it down to two companies). The only time the statute allows you to go to the next firm is if the first firm cannot satisfy the requirements. Attorney Davis recommended going back to the RFQ process.
- Commissioner Taft mentioned a different process. The building is built by a private business and the District could lease the property back. In this process the low bid does not need to be picked.

### **Design Build Process:**

- Commissioner Nordstrom suggested the Design Build Process as opposed to the Design Bid Build Process. Attorney Davis briefed the Board on the criteria of the two design types. He was not sure if the District could meet the requirements of the Design Build strategy; it is not a common practice for Fire Districts. Commissioner Nordstrom feels there may be some benefits in the Design Build method. Mr. Davis has had experience in the Design Build method, but is unsure of the process timeframe. Commissioner Nordstrom believes it is around a two month timeframe to get the process going.
- Chairman Safford mentioned that the District went with TCA due to their experience with fire projects. There is some question as to whether the District would need to hire additional representatives.

- Discussion held on whether the project would satisfy one of the three criteria for going with a Design Build process. (Special skills required, increase in Innovation, substantial project time savings). Ms. Cargile mentioned that school districts tend to go with the Design Build process, but have more experience with that. Chief Schmidt has some concerns that we might get into the project and run into issues with design specifics, and find the Design Build route is not well suited for us.
- Commissioner Nordstrom presented a power point with information on the Design Build process.
- Commissioner Taft had concerns regarding possible limits on builders using the Design Build process. Chairman Safford had a concern on the possible fractured nature of the Design Build process and feels we should go back to the Design Bid Build process. He would also favor saving the relationship with TCA, if possible. Ms. Cargile believes there will be less design expertise in the Design Build method.
- Chief Schmidt believes, if the District can save the TCA relationship, we would be better off going forward in the Design Bid Build process, and that we need to be on a path moving forward that is not scattered.
- It was the consensus of the Board to wait and see if the TCA relationship can be maintained, and move forward with the Design Bid Build process. Moving forward with Ms. Cargile on board creates optimism that we can move forward with TCA in a more direct manner. All agreed that a simplified communications channel needs to be adhered to moving forward.

#### **Vicki Cargile's Contract:**

Ms. Cargile's contract was discussed. District Attorney Davis reviewed the contract and made some modifications that Ms. Cargile is in agreement with.

***Commissioner Nordstrom moved to authorize the signing of the Project Manager contract with Vicki Cargile, with changes made by District Attorney Rich Davis, subject to the final version being made available by the District Attorney. Commissioner Taft seconded; motion carried by unanimous vote.***

#### **Water Main Issue:**

- Ms. Cargile briefed the Board on Granite Fall's water project. The city was not able to provide the appropriate pressure, so they had to involve the Utility as a provider.
- The Board discussed making sure there is appropriate pressure up front in the process. The Board believes it is worth pursuing a late-comers agreement, and would like to see if the City will help with the cost of going from an 8" to a 12" main.

#### **Bedrooms on back of Station 49 Building:**

- Possible ground contamination from the diesel tank could be an issue. Commissioner Taft mentioned the diesel tank should not be an issue as it is on a pad.
- The drain field area was also discussed. Setbacks would be required 5' from property boundary.
- The previous architect for Station 49 will be contacted to provide a site plan for the remodel, adding four bedrooms and a hallway on the back of Station 49. Ms. Cargile believes the addition would be less than \$200,000; a structural analysis would also need to be done.

**Adjournment:** There being no further business, Chairman Safford moved to adjourn the meeting at 6:22 p.m.

**Minutes Approved By:**

\_\_\_\_\_  
Chairman Safford

\_\_\_\_\_  
Commissioner Nordstrom

\_\_\_\_\_  
Commissioner Taft

\_\_\_\_\_  
Fire Chief/Board Secretary Schmidt