

**PRELIMINARY AGENDA
MARYSVILLE FIRE DISTRICT BOARD OF DIRECTORS
WORKSHOP**

**June 7, 2023, 6 pm
Station 62 / Zoom**

- 1. Call to Order/Flag Salute**
- 2. Excuse Commissioner Christoffersen from tonight's meeting**
- 3. Discussion Item**
 - A. Station 61 Update
 - B. SOC/CRA Update
- 4. New Business**
 - A. Agenda Bill: Bid Award – Station 61 HVAC System Repair
 - B. Agenda Bill: Bid Award – Station 61 Exhaust System
 - C. Agenda Bill: Resolution 2023-006 "Station 61 Walk in Freezer"
- 5. Call on Board**
- 6. Adjournment**

Join Zoom Meeting

<https://us02web.zoom.us/j/82763335486?pwd=UIBLMzVWaDJINVI4STVoZnpIWEtrQT09>

Meeting ID: 827 6333 5486

Passcode: 692644

MARYSVILLE FIRE DISTRICT

Regional Fire Authority

AGENDA BILL

BOARD MEETING DATE: June 7, 2023

AGENDA ITEM: Bid Award – Station 61 HVAC Repair	AGENDA SECTION: New Business
PREPARED BY: Joshua Farnes, Fleet & Facilities Supervisor	
ATTACHMENTS: Bid Opening Tabulation	
BUDGET CODE: 594.22.624	AMOUNT: \$125,484.00 plus WSSST
<p>SUMMARY: Motion to award the bid and enter into contract with Key Mechanical for the purpose of repairing the HVAC system at Station 61 for the base price of \$125,484.00 plus applicable Washington State sales tax.</p> <p>Upon acquisition of the public safety building from the City of Marysville is was discovered that several of the HVAC systems throughout the building were in need of significant repairs. This project will bring the HVAC system of the building back to complete operation as the building was originally designed. Overall the building contains seven split systems, four package units and three ductless systems. The completed repairs will replace two of the split systems and two of the package units, replace a faulty contactor on an outdoor unit, replace the outdated and non-functioning system controls, and replace the thermostats throughout the building.</p> <p>Bids were published and advertised in accordance with Washington State Bid Laws and District Policy. The District received two proposals as a result of the bid process. After reviewing the proposals staff recommends that the District move forward with the repairs utilizing Key Mechanical for the process. This bidder has been deemed as responsive.</p> <p>Estimated duration of the project is to begin no later than July 1, 2023 and complete within 15 days of commencing. This project is scheduled to occur during the tenant improvement that is currently in process.</p> <p>As the timeline for completion of this project is within the 2023 budget cycle the expenditure will be appropriated from the current years remodel budget. This line item will exceed current appropriation and will require an official budget amendment to occur in 4th Qtr 2023.</p>	

<p>RECOMMENDED ACTION: Motion to award bid to Key Mechanical and authorization for District staff to enter into contract for the purpose of repairing the HVAC system at Station 61.</p>

Marysville Fire District
1094 Cedar Avenue Marysville, WA 98270
Station 61 HVAC System Repair - Bid Opening
5/31/2023

Staff Present

Josh Farnes, Fleet and Facilities Supervisor
Jeff Cole, Deputy Chief Cole
Paula DeSanctis, Administrative Assistant

Fleet and Facilities Supervisor, Josh Farnes, began the bid opening at 3:15 pm with two bids received.

Bid #1 Key Mechanical
 Total (excluding tax): **\$125,484.00**

Bid #2 Evergreen State Heating & AC
 Total (excluding tax): **\$162,420.00**

Originals were given to Finance Director McInnis for the bid files.



Paula DeSanctis
Administrative Assistant

5-31-23
Date

MARYSVILLE FIRE DISTRICT

Regional Fire Authority

AGENDA BILL

BOARD MEETING DATE: June 7, 2023

AGENDA ITEM: Bid Award – Station 61 Exhaust System	AGENDA SECTION: New Business
PREPARED BY: Joshua Farnes, Fleet & Facilities Supervisor	
ATTACHMENTS: Bid Opening Tabulation	
BUDGET CODE: 594.22.624	AMOUNT: \$118,836.78 plus WSS/T
<p>SUMMARY:</p> <p>Motion to award the bid and enter into contract with Key Mechanical for the purpose of upgrading the Vehicle Exhaust Extraction System to the remaining four truck bays at Station 61 for the base price of \$118,836.78 plus applicable Washington State sales tax.</p> <p>The current exhaust system at Station 61 covers only four of the eight parking stalls in the truck bays. With the relocating of the MSO, the initiation of a water rescue team, and the need to store additional reserve apparatus the remaining bays are being utilized for apparatus storage and responses. In order to maintain an exhaust free working area for our crew members the upgraded system will be necessary. This improvement will add four additional drop hoses and modify the existing ductwork and fan to accommodate the additional air flow requirements for the larger system.</p> <p>Bids were published and advertised in accordance with Washington State Bid Laws and District Policy. The District received one proposal as a result of the bid process. After reviewing the proposal staff recommends that the District move forward with the installation utilizing Key Mechanical for the process. This bidder has been deemed as responsive.</p> <p>Estimated duration of the project is to begin no later than July 1, 2023 and complete within 30 days of commencing. This project is scheduled to complete during the tenant improvement that is currently in process.</p> <p>As the timeline for completion of this project is within the 2023 budget cycle the expenditure will be appropriated from the current years remodel budget. This line item will exceed current appropriation and will require an official budget amendment to occur in 4th Qtr 2023.</p>	

<p>RECOMMENDED ACTION:</p> <p>Motion to award bid to Key Mechanical and authorization for District staff to enter into contract for the purpose of upgrading the Exhaust Extraction System at Station 61.</p>
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Marysville Fire District
1094 Cedar Avenue Marysville, WA 98270
Station 61 Exhaust Systems - Bid Opening
5/31/2023

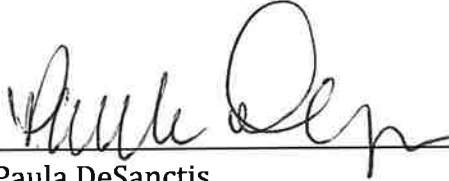
Staff Present

Josh Farnes, Fleet and Facilities Supervisor
Jeff Cole, Deputy Chief Cole
Paula DeSanctis, Administrative Assistant

Fleet and Facilities Supervisor, Josh Farnes, began the bid opening at 3:15 pm with one bid received.

Bid #1 Key Mechanical
 Total (excluding tax): **\$118,836.78**

Originals were given to Finance Director McInnis for the bid files.



Paula DeSanctis
Administrative Assistant

5-31-23

Date

**MARYSVILLE FIRE DISTRICT
A REGIONAL FIRE AUTHORITY
RESOLUTION NO. 2023-006;**

A RESOLUTION AUTHORIZING THE TRANSFER OF A FREEZER

WHEREAS, a walk-in freezer is located in the Marysville Fire District’s (“District”) fire station located at 1635 Grove Street; and

WHEREAS, the District obtained the freezer when it acquired the Building but did not provide additional compensation for such acquisition; and

WHEREAS, the freezer has de minimis value and the District would be required to pay to have the freezer removed to accommodate the ongoing building remodel and the District has no use for the commercial freezer; and

WHEREAS, the Marysville Food Bank (“Food Bank”) is willing to remove the freezer at its cost and liability, which is a benefit to the District, and commit to using the freezer to provide support to residents experiencing poverty, disability and other critical needs; and

WHEREAS, the District is willing to transfer ownership of the freezer to the Food Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS FOR THE MARYSVILLE FIRE DISTRICT, A REGIONAL FIRE AUTHORITY, AS FOLLOWS:

1. The District’s Chief is authorized to negotiate and execute a Transfer Agreement of the freezer to the Food Bank in accordance with this Resolution and pursuant to such reasonable terms and conditions as he may determine.

MARYSVILLE FIRE DISTRICT, A REGIONAL FIRE AUTHORITY

ADOPTED by the Marysville Fire District, A Regional Fire Authority, this 7th day of June, 2023 by majority vote of the members.

BOARD OF DIRECTORS

Board Chairperson

ATTEST:

District Secretary

MARYSVILLE FIRE DISTRICT

Regional Fire Authority

AGENDA BILL

BOARD MEETING DATE: June 07, 2023

AGENDA ITEM: Resolution #2023-006 – Transfer of Freezer	AGENDA SECTION: Old Business
PREPARED BY: Jeff Cole, Assistant Chief	
ATTACHMENTS: Resolution #2023-006 – Transfer of Freezer	
BUDGET CODE: N/A	AMOUNT: N/A
SUMMARY: This resolution provides the necessary authorization for the District to move forward with the transfer of the commercial freezer at Station 61 to the Marysville Food Bank, as previously discussed.	

RECOMMENDED ACTION:

Motion to approve Resolution 2023-006, authorizing the transfer of the Station 61 commercial freezer to the Marysville Food Bank.