

**Lake Stevens Fire**  
1825 South Lake Stevens Road  
Lake Stevens, WA 98258  
(425) 334-3034  
www.LSfire.org



**Snohomish County Fire District 7**  
163 Village Court  
Monroe, WA 98272  
(360) 794-7666  
www.Snofire7.org

---

**BOARD OF FIRE COMMISSIONERS SPECIAL MEETING AGENDA**  
**Snohomish County Fire District 7**  
**Admin Building / Monroe, WA**  
**9:00 AM**  
**Thursday, August 29, 2019**

1. **Open the Special Meeting of August 29, 2019**
2. **Pledge of Allegiance**
3. **Action Item**
  - A. Award bids for Administrative Building roofing project
4. **Executive Session:**
  - A. RCW 42.30.140(4)(a)
    - Discuss collective bargaining negotiations with District Attorney



# Snohomish County Fire District #7 Claims Voucher Summary

08/27/2019

Page 1 of 1

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
\_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
19-02120	DEPARTMENT OF RETIREMENT SYSTEMS		3,037.67
19-02121	IAFF LOCAL 2781		700.00

**Page Total** 3,737.67

**Cumulative Total** 3,737.67

### Snohomish County Fire District #7

08/27/2019

### Claims Voucher Summary

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_

\_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
19-02122	AFLAC		303.56
19-02123	DEPARTMENT OF RETIREMENT SYSTEMS		254,715.74
19-02124	DIMARTINO & ASSOCIATES		18,635.94
19-02125	Fire 7 Foundation		247.50
19-02126	FIREPAC		635.74
19-02127	GENERAL TEAMSTERS UNION LOCAL 38		918.00
19-02128	HRA VEBA TRUST		46,833.34
19-02129	IAFF LOCAL 2781		17,359.96
19-02130	LOCAL IAFF 2781 PAC		453.00
19-02131	SNOHOMISH COUNTY FIRE DISTRICT 7		877.90
19-02132	TD AMERITRADE INSTITUTIONAL		388.50
19-02133	TD AMERITRADE TRUST CO		11,196.13
19-02134	VOYA INSTITUTIONAL TRUST CO		48,087.95
19-02135	WSCFF FASTPAC		268.00
19-02136	WSCFF-EMP BENEFIT TRUST		9,675.00

**Page Total** 410,596.26

**Cumulative Total** 410,596.26

**Gary Meek**

---

**From:** Steve Guptill  
**Sent:** Wednesday, August 28, 2019 4:10 PM  
**To:** Gary Meek  
**Cc:** Jamie Silva  
**Subject:** Admin Roof Bid

Chief,

As you are aware, we just completed the bid opening for the re-roof project of the Administration building.

Here is a recap of the bid results.

We had each vendor bid on the base project which includes the replacement of all of the composition roof sections of the building including the two entry areas. The bid also includes replacing the gutters as we have had many issues with them as well. We also included a bid alternate mostly to get a feel for what the cost would be to add snow and ice falls protection to the east and north roof sections to protect the sidewalk occupants from falling snow and ice.

The bid results were as follows;

## Bid Results

*Project: Admin Building Re-Roof*

Company Name	Base Bid	Bid Alternate #1
Rainproof	\$ 91,000.00	\$ 7,200.00
Olympic Roofing	\$ 109,881.00	\$ 23,400.00
Axis Roof and Gutter	\$ 62,150.00	\$ 74,150.00
Queen City	\$ 142,000.00	\$ 14,000.00

You will notice that the low bidder on the base bid was Axis by almost \$29,000. They reported to us that they made a mistake on entering the bid amount for the bid alternate (snow and ice guards) where rather than just enter the additional amount for the item, they added the additional cost of the alternate to their base bid amount and entered the full project cost if it were to include the base bid. Their additional amount should have been entered as \$12,000.

I ran the anomaly by Rich Davis and asked him if we could allow the bidder to alter their bid and he indicated that it would be very problematic.

I then asked him if we could award them the base bid without the alternate and he indicated that we would be fine to do that. We discussed the merits of the snow guards in executive staff and feel that we can move forward without them based on the fact that even with the heavy snowfall we received last winter, we did not have any issues with falling snow and ice at the admin building.

I have conducted the following research on the apparent lowest bidder.



BBB:

They have an A+ rating with the better business bureau. There were two comments entered on the site and both were positive.

Yelp:

Their Yelp reviews are generally positive and they have a 4.8 out of 5 star review level.

I had Rice Fergus Miller run additional background on them which includes a credit check. They have a current credit rating of 66 (scale of 1-100) so have a very low risk of bad payment performance, and a recommended credit limit of \$110,000. They have no derogatory legal action against them. They have been in business for 12 years, their recommended credit limit has increased over the last few months, and their debt trend has improved over the last 4 months. As of this credit report their AP is current. Axis Roof does have 2 UCC filings that are active, but these could be for bank loans for purchases of equipment, or business line of credit. It is estimated that they have 10 employees, estimated annual sales of 1,560,000. Their registered agent is Casey Groves, Casey Groves is also the President. Cheri Groves is the Secretary.

My recommendation is that we award the bid to Axis Roofing and Gutter and issue a notice to proceed as soon as possible to get the project completed before the weather turns.

Please let me know if you have any questions.

Thank you,



Lake Stevens Fire & Snohomish County Fire District 7



Improving Service Together

**Steve Guptill**  
**Assistant Chief**  
163 Village Court  
Monroe, WA 98272  
Office: (360) 794-7666  
Cell: (425) 754-4989  
Fax: (360) 794-0959  
[sguptill@snofire7.org](mailto:sguptill@snofire7.org)

---

**CONFIDENTIALITY NOTE:**

This message is intended for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any unauthorized use, distribution, or disclosure is strictly prohibited. If you have received this message in error, please notify sender immediately and destroy/delete the original transmission. Any correspondence from or to this e-mail account may be a public record. Accordingly, this e-mail, in whole or in part, may be subject to disclosure pursuant to RCW 42.56, regardless of any claim of confidentiality or privilege asserted by an external party.