

**Board Meeting Agenda**  
16 March 2022, 6:30 PM

**\*\*\* VIRTUAL MEETING \*\*\***

**Public Notice:** Pursuant to Governor Inslee's Stay Home, Stay Healthy Proclamation 20-25 and in effort to curtail the spread of the COVID-19 virus, this Board Meeting will be conducted remotely. Members of the public are encouraged to attend and participate in the meeting remotely, as described in more detail below.

**To attend the Board Meeting:**

- (1) Online at <https://us02web.zoom.us/j/86287333534>
- (2) By Telephone: 1 253-215-8782, Meeting ID 862 8733 3534

**To provide Public Comment:**

Submit your written Public Comment before 3:00PM (day of meeting) to the Clerk of the Board at [barbara.glass@bothellwa.gov](mailto:barbara.glass@bothellwa.gov).

1. Call to Order – 6:30 PM
2. Public Comment – *Read Public Comments submitted. Allow up to 3 minutes per comment.*
3. Consent Agenda
  - A. Minutes from 9 January 2022
  - B. Review and approve vouchers signed by the Auditing Officer for invoices received from 10 January 2022 – 9 March 2022 in the amount of \$228,435.73.
4. Reports
  - A. NPRSA Capital Repairs Update, Christine Disnute
  - B. Northshore Senior Center Brief, Nathan Phillips NSC
5. Discussion Items
  - A. Consideration of Minute Order MO-22-02, NPRSA Building Maintenance Investigation: Staff Authorization, Logistics, and Timetable
6. Future Meetings
7. Adjourn

PRELIMINARY AGENDA: The preceding is a preliminary agenda of the Northshore Park and Recreation Service Area Board. Other items may be added and action taken on matters which do not appear above. For additional information, please contact: Barbara Glass at [barbara.glass@bothellwa.gov](mailto:barbara.glass@bothellwa.gov).

SPECIAL ACCOMMODATIONS: The Northshore Parks and Recreation Service Area strives to provide accessible meetings for people with disabilities. If special accommodations are required, please contact Barbara Glass at (425) 422-1401. at least three days prior to the meeting.



**NPRSA Board  
Agenda Bill**  
Consent Item # 3A

**TO:** Board Chair Rachel Best-Campbell and Members of the NPRSA Board

**FROM:** Becky Range, Executive Director  
Barbara Glass, NPRSA Board Clerk

**DATE:** 16 March 2022

**SUBJECT:** Minutes from 9 January 2022

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**ITEM CONSIDERATION:** This item asks the Board to approve minutes from the NPRSA Board meeting held on 9 January 2022.

**FISCAL IMPACTS:** This item does not have any direct fiscal impact.

**ATTACHMENTS:** Att-1. Minutes from 9 January 2022

**RECOMMENDED ACTION:** Move to approve the NPRSA Board Minutes from 9 January 2022.

## **Board Meeting Minutes**

19 January 2022, 6:30 PM

### 1. Call to Order

Board Chair Rachel Best-Campbell called the meeting to order at 6:38 PM. The meeting start was delayed due to lack of quorum.

#### Present

*Board Chair Rachel Best-Campbell*

*Board Members Jared Mead, Sarah Perry, and Jeanne Zornes*

*Barbara Glass, Board Clerk*

*Becky Range, NPRSA Executive Director*

*Christine Disnute, NPRSA Program Manager*

*Nathan Phillips, NSC CEO*

*Courtney Amonsens, SAO*

*JJ Muter, SAO*

*Libby Hollingshead*

*Suzanne Greathouse, NSC Board President*

*Zorna Kimball, NSC*

#### Absent

*Board Members Rod Dembowski, Joe Marshall, and James McNeal*

### 2. Public Comment

*Board Clerk Barbara Glass reported that she had not received public comment by the time of the meeting. She invited members of the public in attendance to comment. No comment was received.*

### 3. Special Election

*Jeanne Zornes nominated James McNeal in absentia. Board Chair Best-Campbell entertained a unanimous vote of confidence in James McNeal for the position of Vice-Chair. Moved by Sarah Perry. Second Jeanne Zornes. The motion passed 4-0 with Rod Dembowski, Joe Marshall, and James McNeal absent.*

### 4. Consent Agenda

A. Minutes from November 17, 2021

B. Review and approve vouchers signed by the Auditing Officer for invoices received from 11 November 2021 – 31 December 2021 in the amount of \$92,107.01.

*Jared Mead moved approval of the consent agenda. Jeanne Zornes second. The motion passed 4-0 with Rod Dembowski, Joe Marshall, and James McNeal absent.*

### 5. Reports

A. State Auditor's Office Three-Year Audit Update, Courtney Amonsens SAO

B. NPRSA Capital Repairs Update, Christine Disnute

C. Northshore Senior Center Brief, Nathan Phillips NSC

### 6. Discussion Items

A. Consideration of Minute Order MO-22-01, Receiving the Q4 2021 Financial Report

*Christine Disnute presented the item and entertained Board comments and questions. Jared Mead moved approval. Sarah Perry second. The motion passed 4-0 with Rod Dembowski, Joe Marshall, and James McNeal absent.*

B. Consideration of Agreement A-22-01 with the Gordian Group for Job Order Contracting

*Christine Disnute presented the item and entertained Board comments and questions. Jared Mead moved approval. Jeanne Zornes second. The motion passed 4-0 with Rod Dembowski, Joe Marshall, and James McNeal absent.*

7. Future Meetings

*Future meetings will be held 16 March 2022 and 18 May 2022.*

8. Adjourn

*The meeting was adjourned at 7:20 PM.*



**TO:** Board Chair Rachel Best-Campbell and Members of the NPRSA Board

**FROM:** Becky Range, Executive Director  
Christine Disnute, Levy Program Manager

**DATE:** 16 March 2022

**SUBJECT:** Vouchers from 10 January 2022 – 9 March 2022 in the amount of \$228,435.73

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|                       |   |
|-----------------------|---|
| <b>ITEM</b>           | This item asks the Board to approve vouchers for expenses invoiced between 10   |
| <b>CONSIDERATION:</b> | January 2022 and 9 March 2022 in the amount of \$228,435.73.  |
| <b>FISCAL</b>         | These items are budgeted in the 2022 adopted budget.  |
| <b>IMPACTS:</b>       |   |
| <b>ATTACHMENTS:</b>   | Att-1. Voucher Packet in the amount of \$215,651.98 signed 24 February<br>Att-2. Voucher Packet in the amount of \$12,783.75 signed 25 February |
| <b>RECOMMENDED</b>    | Move to approve vouchers for expenses invoiced between 10 January 2022 and  |
| <b>ACTION:</b>        |   |



# Special District Voucher Approval Document

**Scheduled Payment Date:** 02/03/2022  
**Total Amount:** \$215,651.98  
**Control Total:** 5  
**Payment Method:** WARRANT

**District Name:** Northshore Parks and Recreation Service Area  
**File Name:** AP\_NOSHRPRK\_APSUPINV\_20220224091247.csv  
**Fund #:** 251010010

|                                       |   |
|---------------------------------------|---|
| <b>CONTACT INFORMATION</b>            |   |
| Preparer's Name: <u>Barbara Glass</u> | Email Address: <u>barbara.glass@bothellwa.gov</u> |

|   |               |  |
|---|---------------|--|
| <b>PAYMENT CERTIFICATION</b>  |               | RCW (42.24.080)                        |
| <p>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).</p> |               |  |
| <b>Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s) ) :</b>   |               |  |
| <i>Becky Range</i>  | Feb 24, 2022  |  |
| _____<br>Authorized District Signature  | _____<br>Date | _____<br>Authorized District Signature |
| _____<br>Authorized District Signature  | _____<br>Date | _____<br>Authorized District Signature |
| _____<br>Authorized District Signature  | _____<br>Date | _____<br>Authorized District Signature |

**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

|                                      |       |
|--------------------------------------|-------|
| <b>KING COUNTY FINANCE USE ONLY:</b> |       |
| Batch Processed By:                  | _____ |
| Date Processed:                      | _____ |



# Special District Voucher Approval Document

District Name: Northshore Parks and Recreation Service Area

File Name: AP\_NOSHRPRK\_APSUPINV\_20220224091247.csv

| Payee (Vendor Name)        | Vendor No. | Vendor Site | Invoice No.      | Invoice Date | Inv. Amount  | Description                               |
|----------------------------|------------|-------------|------------------|--------------|--------------|---|
| ACCO ENGINEERED SYSTEMS    |            |             | 42704 RET        | 01/26/2022   | \$7,799.04   | 10% RETAINAGE - WATER HEATER REPLACEMENTS |
| FORMA CONSTRUCTION COMPANY |            |             | JC2021-005.00A   | 02/04/2022   | \$75,248.55  | ELEVATED WALKWAY PREP AND REFINISH        |
| FORMA CONSTRUCTION COMPANY |            |             | JC2-21-008.00A   | 02/04/2022   | \$130,654.34 | PEDESTRIAN BRIDGE STRUCTURAL REPAIRS      |
| STATE AUDITOR'S OFFICE     |            |             | L146077          | 01/13/2022   | \$1,639.95   | NPRSA 3-YEAR AUDIT                        |
| THE GORDIAN GROUP          |            |             | JC2021-003.01.00 | 01/26/2022   | \$310.10     | GORDIAN FEES FOR SC BATHROOM REPAIR       |



# INVOICE

42704 RET

ACCO Job #

70870135

888 E. Walnut Street, Pasadena, CA 91101-1897  
Phone: 818.244.6571

CA License #120696 | WA License #ACCOES1971DU  
Established 1934 [www.accoes.com](http://www.accoes.com)

Job: City of Bothell  
18415 101st Ave NE  
Bothell, WA 98011  
Job #P-20-01

### Principal Offices

Pasadena | San Leandro | San Diego | Orange County | Sacramento |  
Seattle | Santa Cruz | Commerce | Vacaville | Bakersfield | Boise | Fresno

ACCO REPRESENTATIVE

Ristow, Brian D

B  
I  
L  
L  
E  
D  
  
Northshore Parks and Recreation Service Area  
10201 E Riverside Dr.  
Bothell, WA 98011

T  
O

Invoice Date: 01/26/2022

|                             |                   |
|-----------------------------|-------------------|
| ORIGINAL CONTRACT PRICE     | \$64,860.00       |
| CHANGE ORDERS TO DATE       | \$5,976.00        |
| TOTAL CONTRACT SUM TO DATE  | \$70,836.00       |
| WORK COMPLETED TO DATE      | \$70,836.00       |
| PLUS SALES TAX TO DATE      | \$7,154.44        |
| TOTAL EARNED PLUS SALES TAX | \$77,990.44       |
| LESS PREVIOUS BILLINGS      | \$70,191.40       |
| NET AMOUNT DUE THIS BILLING | <b>\$7,799.04</b> |

Construction progress this period as detailed on the attached.

NOTE: This billing is for the current period only. Previous billings which have not been paid are due, in addition to the above amount.

Please send check and correspondence to the address shown above, referencing ACCO's Job & Invoice numbers.



# APPLICATION AND CERTIFICATION FOR PAYMENT

|   |   |  |   |
|---|---|--|---|
| <b>TO:</b><br>Client ID # - 1011098<br>North Creek Parks and Rec<br>18415 101st Ave NE<br>Bothell, WA 98011 | <b>PROJECT:</b><br>City of Bothell<br>18415 101st Ave NE<br>Bothell, WA 98011<br>Job #P-20-01 | <b>INVOICE NO:</b> 42704<br><br><b>APPLICATION NO:</b> 1<br><br><b>PERIOD TO:</b> 05/31/2021 | <b>DISTRIBUTION TO:</b><br><input type="checkbox"/> OWNER<br><input type="checkbox"/> ARCHITECT<br><input checked="" type="checkbox"/> CONTRACTOR<br><br><input type="checkbox"/><br><input type="checkbox"/> |
| <b>FROM CONTRACTOR:</b><br><br>ACCO<br>888 E. WALNUT STREET<br>PASADENA, CA 91101-1897                      | <b>VIA ARCHITECT:</b>   | <b>SUBCONTRACTOR JOB NO:</b> 70870135<br><br><b>PROJECT NOs:</b> Job #P-20-01                |   |
| <b>CONTRACTOR FOR:</b> HVAC   |   | <b>CONTRACT FOR:</b> City of Bothell   |   |

## CONTRACTOR'S APPLICATION PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

|   |             |
|---|-------------|
| 1. ORIGINAL CONTRACT SUM                                    | \$64,860.00 |
| 2. NET CHANGE BY CHANGE ORDERS                              | \$5,976.00  |
| 3. CONTRACT SUM TO DATE <i>(Line 1+ 2)</i>                  | \$70,836.00 |
| 4. TOTAL COMPLETED & STORED TO DATE <i>Column G on G703</i> | \$70,836.00 |
| 5. SALES TAX  | \$7,154.44  |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: ACCO

By:

Date: 05/25/2021

Jodi L. Drewery, Billing Manager,  
Assistant Secretary

|   |             |
|---|-------------|
| 6. TOTAL EARNED PLUS SALES TAX  | \$77,990.44 |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT<br><i>(Line 6 from prior Certificate)</i> | \$70,191.40 |
| 8. CURRENT PAYMENT DUE  | \$7,799.04  |
| 9. BALANCE TO FINISH, INCLUDING RETAINAGE<br><i>(Line 3 minus Line 6)</i>           | \$0.00      |

| CHANGE ORDER SUMMARY                               | ADDITIONS | DEDUCTIONS |
|--|-----------|------------|
| Total changes approved in previous months by Owner |           |            |
| Total approved this month                          |           |            |
| TOTALS   |           |            |
| NET CHANGES BY Change Order                        |           |            |

Job Name: City of Bothell  
Job No: Job #P-20-01  
Subcontractor Job No: 70870135

CONDITIONAL WAIVER AND RELEASE UPON FINAL PAYMENT  
(California Civil Code Section 8136)

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

**Identifying Information**

Name of Claimant: ACCO  
Name of Customer: North Creek Parks & Recreation  
Job Location: 18415 101st Ave NE, Bothell, WA 98011  
Owner: City of Bothell  
Through Date: 01/31/2022

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: North Creek Parks & Recreation  
Amount of Check: \$7,799.04  
Check Payable to: ACCO

**Exceptions**

This document does not affect any of the following:

Disputed claims for extras in the amount of: \_\_\_\_\_

**Signature**



01/26/2022

\_\_\_\_\_  
Claimant's Signature

\_\_\_\_\_  
Date of Signature

Sara AbouRemeleh, Billing Supervisor

\_\_\_\_\_  
Claimant's Name - Title

**Please Note:** This Retention billing does not include outstanding Change Orders for which Claimant has performed all work and paid for all labor and related costs.



NPRSA Purchasing  
18415 101<sup>st</sup> Ave. NE  
Bothell, WA 98011

Work Order No.: 703  
Contract PO No.: JC2021-005.00  
Date: 2/4/2022

Attn: Christine Disnute

Re: Invoice 001 – Revision 000

This invoice is the first progress billing for PO# JC2021-005.00 Prep and Refinish Elevated Walkway project. Please let me know if you have any questions or concerns.

Thank you,

A handwritten signature in blue ink, appearing to read "JL", is positioned above the name Jason Lian.

Jason Lian

## Application and Certification for Payment

To (Owner): NPRSA Purchasing  
18415 101st Ave. NE  
Bothell, WA 98011

Contract No.: N/A  
Work Order No.: 703  
Contract PO No.: JC2021-005.00  
WO PO No.: N/A

Application No.: 001  
Application Date: 2/4/2022  
Payment Period: 1/10/22 - 2/4/2022

From (Contractor): [Forma Construction Company](#)  
500 Columbia St NW  
Suite 201  
Olympia WA 98501

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment as shown below:

|     |   |    |                  |
|-----|---|----|------------------|
| 1.  | Original Work Order Sum                                 | \$ | 173,427.75       |
| 2.  | Net Change(s) by Change Order(s)                        |    | \$0.00           |
| 3.  | Total Work Order Sum (Line 1 + Line 2)                  | \$ | 173,427.75       |
| 4.  | TOTAL EARNED (Completed Work)                           | \$ | 68,345.64        |
| 5.  | Balance to Complete (Line 3 - Line 4)                   | \$ | 105,082.11       |
| 6.  | RETAINAGE on TOTAL EARNED                               | \$ | -                |
| 7.  | Total Earned Less Retainage (Line 4 - Line 6)           | \$ | 68,345.64        |
| 8.  | Previously Approved (Line 7 from Previous Application)  | \$ | -                |
| 9.  | <b>Current Amount Due</b> (Line 7 - Line 8)             | \$ | <b>68,345.64</b> |
|     |   |    |                  |
| 10. | WA State Sales Tax (10.1%)                              | \$ | 6,902.91         |
| 11. | Less WSST Previously Paid                               | \$ | -                |
| 12. | <b>WSST Due this Period @ 10.1%</b> (Line 10 - Line 11) | \$ | <b>6,902.91</b>  |
|     |   |    |                  |
| 13. | <b>Total Payment Due with WSST</b> (Line 9 + Line 12)   | \$ | <b>75,248.55</b> |

Retainage Rate

### CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of Contractor's knowledge, information, and belief, the Work covered by his Application for Payment has been completed in accordance with the Contract Documents and in a good and workmanlike manner by appropriate means; that all amounts, including applicable sales tax, have been paid by Contractor for Work for which previous Certificates of Payment were issued and payment received from the Owner; that the prevailing wages have been paid in accordance with the pre-filed statement or statements of intent to pay prevailing wages; and that payment as shown herein is now due.

CONTRACTOR:

By:  Date: 2/4/2022

### NPRSA CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents and based on observations at the site, review of Contractor's record drawings as of the date of this Application, the Resident Engineer certifies to the Owner that to the best of his/her knowledge, information and belief, the Work has progressed as indicated and in accordance with the Contract Documents, that all required inspections have been performed, and the Contractor is entitled to payment in the Amount Certified below.

AMOUNT CERTIFIED

**\$ 75,248.55**

(attach explanation if amount certified differs from the amount applied for)

NPRSA **Christine Disnute**

Feb 24, 2022

By: [Christine Disnute \(Feb 24, 2022 09:59 PST\)](#) Date: \_\_\_\_\_

Project Manager

This Certificate is not negotiable. The **AMOUNT CERTIFIED** is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



# Northshore Parks & Recreation

## PUBLIC WORKS PREVAILING WAGE CERTIFICATION & SUBCONTRACTOR LIST

Project: Prep and Refinish Elevated Walkway

PW#: JC2021-005 Contractor Name: FORMA Construction Company

I certify that the prevailing wages have been paid in accordance with the pre-filed Statement(s) of Intent to Pay Prevailing Wages on file with the Contracting Services Division of Finance and Administrative Services. This statement covers all subcontractors of all tiers and suppliers who worked on the project.

PAYMENT PERIOD FROM 1/10/2022 TO 2/4/2022 Final Subcontractor Report? NO  
 MONTH/DAY/YEAR MONH/DAY/YEAR

| Subcontractor/Supplier Name | Subcontractor or Supplier?  | UBI Number | Intent ID | Affidavit ID | Prompt Pay Eligible? Y/N | Total Amount Paid During Pay Period* |
|-----------------------------|---|------------|-----------|--------------|--------------------------|--------------------------------------|
| Long Painting               | <input checked="" type="checkbox"/> Sub <input type="checkbox"/> Supplier | 578090687  | 1199560   |              | Y                        | -0-                                  |
|                             | <input checked="" type="checkbox"/> Sub <input type="checkbox"/> Supplier |            |           |              | Y                        | 0                                    |
|                             | <input type="checkbox"/> Sub <input type="checkbox"/> Supplier            |            |           |              |                          |                                      |
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|                             | <input type="checkbox"/> Sub <input type="checkbox"/> Supplier            |            |           |              |                          |                                      |

In accordance with RCW 60.28, 18.27 and 19.28, for all public works contracts over \$35,000 the Contractor shall submit with each Progress Payment a list of all Subcontractors, UBI numbers, Intent IDs, Affidavit IDs, WMBE statuses and dates worked. Moreover, the Contractor shall record the total amount paid to each Prompt Pay Eligible Subcontractor. This letter shall be signed by an authorized representative of the Contractor prior to payment pursuant to RCW 39.12.040. \* If final, include final total amount paid

Forma Construction Company  
Contractor

*Christopher Sutton* 2/2/2022  
Signature Date

State of Washington  
 Department of Labor & Industries  
 Prevailing Wage Section - Telephone 360-902-5335  
 PO Box 44540, Olympia, WA 98504-4540

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## Statement of Intent to Pay Prevailing Wage

### Project Detail - [Project Dashboard](#)

|                         |            |               |                     |
|-------------------------|------------|---------------|---------------------|
| Document Received Date: | Intent ID: | Affidavit ID: | Status: Approved On |
| 12/1/2021               | 1196411    |               | 12/1/2021           |

### Company Details

|                                      |  |
|--------------------------------------|--|
| Company Name:                        | FORMA CONSTRUCTION COMPANY                                 |
| Address:                             | 500 COLUMBIA ST NW, STE 201<br>Olympia, WA, 98501          |
| Contractor Registration No.          | FORMACC878OR   |
| WA UBI Number                        | 600604496  |
| Phone Number                         | 360-754-5788   |
| Industrial Insurance Account ID      | 20213500   |
| OMWBE Certifications as of 12/1/2021 | No active certifications existed when Intent was submitted |
| Email Address                        | Christopher.Sutton@formacc.com                             |
| Filed By                             | Christopher Sutton   |

### Prime Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |
| Phone Number                | 360-754-5788               |

### Project Information

|                 |  |
|-----------------|--|
| Awarding Agency | NORTHSHORE PARK & RECREATION SERVICE AREA<br>10201 EAST RIVERSIDE DR BOTHELL, WA - 98011 |
|-----------------|--|

Awarding Agency Contact Christine Disnute  
Awarding Agency Contact Phone Number 425-219-0916  
Contract Number 181115-1  
Project Name Prep and Refinish Elevated Walkway  
Project Description Refinish elevated walkway between North Shore Senior Center and Health and Wellness Center  
Contract Amount \$199,956.91  
Contract Type Description \*Job Order Contract (JOC)  
Work Order Number JC2021-005.00  
Award Date 11/19/2021  
Project Site Address or Directions 10212 E Riverside Drive Bothell, WA 98011

### Payment Details

Check Number:  
Transaction Id: 108410354

### Intent Details

Expected project start date: (MM/DD/YYYY) 12/3/2021  
In what county (or counties) will the work be performed? King  
In what city (or nearest city) will the work be performed? Bellevue  
What is the estimated contract amount? **OR** is this a time and materials estimate? \$199,956.91  
Does your company intend to hire **ANY** subcontractors? Yes  
Will your company have employees perform work on this project? Yes  
Do you intend to use any apprentices? (Apprentices are considered employees.) No  
How many owner/operators performing work on the project own 30% or more of the company? 0

### Journey Level Wages

| County | Trade      | Occupation | Wage    | Fringe  | # Workers |
|--------|------------|------------|---------|---------|-----------|
| King   | Carpenters | Carpenter  | \$46.92 | \$18.02 | 1         |



## Public Notes

[Show/Hide Existing Notes](#)

No note exists

State of Washington  
 Department of Labor & Industries  
 Prevailing Wage Section - Telephone 360-902-5335  
 PO Box 44540, Olympia, WA 98504-4540

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## Statement of Intent to Pay Prevailing Wage

### Project Detail - [Project Dashboard](#)

|                                       |                       |               |                                   |
|---------------------------------------|-----------------------|---------------|-----------------------------------|
| Document Received Date:<br>12/15/2021 | Intent ID:<br>1199560 | Affidavit ID: | Status: Approved On<br>12/15/2021 |
|---------------------------------------|-----------------------|---------------|-----------------------------------|

### Company Details

|                                       |  |
|---------------------------------------|--|
| Company Name:                         | LONG PAINTING CO   |
| Address:                              | 21414 68TH AVE S<br>KENT, WA, 98032                        |
| Contractor Registration No.           | LONGP**230MA   |
| WA UBI Number                         | 578090687  |
| Phone Number                          | 253-234-8050   |
| Industrial Insurance Account ID       | 70615000   |
| OMWBE Certifications as of 12/15/2021 | No active certifications existed when Intent was submitted |
| Email Address                         | kassandras@longpainting.com                                |
| Filed By                              | Kasee Stringer   |

### Prime Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |
| Phone Number                | 360-754-5788               |

### Project Information

|                 |  |
|-----------------|--|
| Awarding Agency | NORTHSHORE PARK & RECREATION SERVICE<br>AREA<br>10201 EAST RIVERSIDE DR BOTHELL, WA -<br>98011 |
|-----------------|--|

|                                      |  |
|--------------------------------------|--|
| Awarding Agency Contact              | Christine Disnute  |
| Awarding Agency Contact Phone Number | 425-219-0916   |
| Contract Number                      | 181115-1   |
| Project Name                         | Prep and Refinish Elevated Walkway   |
| Project Description                  | Refinish elevated walkway between North Shore Senior Center and Health and Wellness Center |
| Contract Amount                      | \$199,956.91   |
| Contract Type Description            | *Job Order Contract (JOC)  |
| Work Order Number                    | JC2021-005.00  |
| Award Date                           | 11/19/2021   |
| Project Site Address or Directions   | 10212 E Riverside Drive Bothell, WA 98011  |

### Hiring Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |

### Payment Details

|                 |           |
|-----------------|-----------|
| Check Number:   |           |
| Transaction Id: | 108433136 |

### Intent Details

|   |             |
|---|-------------|
| Expected project start date: (MM/DD/YYYY)   | 1/3/2022    |
| In what county (or counties) will the work be performed?                                | King        |
| In what city (or nearest city) will the work be performed?                              | Bothell     |
| What is the estimated contract amount? <b>OR</b> is this a time and materials estimate? | \$92,185.00 |
| Does your company intend to hire <b>ANY</b> subcontractors?                             | Yes         |
| Will your company have employees perform work on this project?                          | Yes         |
| Do you intend to use any apprentices? (Apprentices are considered employees.)           | Yes         |
| How many owner/operators performing work on the project own 30% or more of the company? | 0           |

### Journey Level Wages

| County | Trade    | Occupation    | Wage    | Fringe  | # Workers |
|--------|----------|---------------|---------|---------|-----------|
| King   | Painters | Journey Level | \$34.54 | \$13.16 | 5         |

### Public Notes

[Show/Hide Existing Notes](#)

No note exists



NPRSA Purchasing  
18415 101<sup>st</sup> Ave. NE  
Bothell, WA 98011

Work Order No.: 703  
Contract PO No.: JC2021-008.00  
Date: 2/4/2022

Attn: Christine Disnute

Re: Invoice 001 – Revision 000

This invoice is the first progress billing for PO# JC2021-008.00 Pedestrian Bridge Structural Repairs Refinish project. Please let me know if you have any questions or concerns.

Thank you,

A handwritten signature in blue ink, appearing to read "JL", is written over a faint, light blue circular watermark or stamp.

Jason Lian

## Application and Certification for Payment

To (Owner): NPRSA Purchasing  
18415 101st Ave. NE  
Bothell, WA 98011

Contract No.: N/A  
Work Order No.: 704  
Contract PO No.: JC2021-008.00  
WO PO No.: N/A

Application No.: 001  
Application Date: 2/4/2022  
Payment Period: 1/10/22 - 2/4/2022

From (Contractor): [Forma Construction Company](#)  
500 Columbia St NW  
Suite 201  
Olympia WA 98501

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment as shown below:

|     |   |    |                   |
|-----|---|----|-------------------|
| 1.  | Original Work Order Sum                                 | \$ | 455,161.72        |
| 2.  | Net Change(s) by Change Order(s)                        |    | \$0.00            |
| 3.  | Total Work Order Sum (Line 1 + Line 2)                  | \$ | 455,161.72        |
| 4.  | TOTAL EARNED (Completed Work)                           | \$ | 118,668.79        |
| 5.  | Balance to Complete (Line 3 - Line 4)                   | \$ | 336,492.93        |
| 6.  | RETAINAGE on TOTAL EARNED                               | \$ | -                 |
| 7.  | Total Earned Less Retainage (Line 4 - Line 6)           | \$ | 118,668.79        |
| 8.  | Previously Approved (Line 7 from Previous Application)  | \$ | -                 |
| 9.  | <b>Current Amount Due</b> (Line 7 - Line 8)             | \$ | <b>118,668.79</b> |
| 10. | WA State Sales Tax (10.1%)                              | \$ | 11,985.55         |
| 11. | Less WSST Previously Paid                               | \$ | -                 |
| 12. | <b>WSST Due this Period @ 10.1%</b> (Line 10 - Line 11) | \$ | <b>11,985.55</b>  |
| 13. | <b>Total Payment Due with WSST</b> (Line 9 + Line 12)   | \$ | <b>130,654.34</b> |

Retainage Rate

### CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of Contractor's knowledge, information, and belief, the Work covered by his Application for Payment has been completed in accordance with the Contract Documents and in a good and workmanlike manner by appropriate means; that all amounts, including applicable sales tax, have been paid by Contractor for Work for which previous Certificates of Payment were issued and payment received from the Owner; that the prevailing wages have been paid in accordance with the pre-filed statement or statements of intent to pay prevailing wages; and that payment as shown herein is now due.

CONTRACTOR:

By:  Date: 2/4/2022

### NPRSA CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents and based on observations at the site, review of Contractor's record drawings as of the date of this Application, the Resident Engineer certifies to the Owner that to the best of his/her knowledge, information and belief, the Work has progressed as indicated and in accordance with the Contract Documents, that all required inspections have been performed, and the Contractor is entitled to payment in the Amount Certified below.

AMOUNT CERTIFIED

**\$ 130,654.34**

(attach explanation if amount certified differs from the amount applied for)

NPRSA *Christine Disnute*

By: [Christine Disnute \(Feb 24, 2022 09:59 PST\)](#)

Date: Feb 24, 2022

Project Manager

This Certificate is not negotiable. The **AMOUNT CERTIFIED** is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Contract No.: N/A  
 Work Order No.: 704  
 PO No.: JC2021-008.00  
 PO Release No.:  
 Pay App No.: 001  
 Period Ending 2/4/2022

| Item                 | Description                    | Qty | 500<br>Columbi<br>a St NW | Unit Cost       | Extended Amount      | Work Completed - Percentage |         |       | Work Completed - \$ |                      |                      |
|----------------------|--------------------------------|-----|---------------------------|-----------------|----------------------|-----------------------------|---------|-------|---------------------|----------------------|----------------------|
|                      |                                |     |                           |                 |                      | Previous                    | Current | Total | Previous            | Current              | Total                |
| 01                   | General Requirements           | 1   | LS                        | \$ 146,205.00   | \$ 146,205.00        | 0%                          | 40%     | 40%   | \$ -                | \$ 58,482.00         | \$ 58,482.00         |
| 02                   | Existing Conditions            | 1   | LS                        | \$ 143,708.16   | \$ 143,708.16        | 0%                          | 40%     | 40%   | \$ -                | \$ 57,483.26         | \$ 57,483.26         |
| 03                   | Masonry                        | 1   | LS                        | \$ 76,074.89    | \$ 76,074.89         | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
| 04                   | Metals                         | 1   | LS                        | \$ 13,021.65    | \$ 13,021.65         | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
| 05                   | Finishes                       | 1   | LS                        | \$ 73,024.61    | \$ 73,024.61         | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
| 06                   | Specialties                    | 1   | LS                        | \$ 2,703.53     | \$ 2,703.53          | 0%                          | 100%    | 100%  | \$ -                | \$ 2,703.53          | \$ 2,703.53          |
| 07                   | Water And Wastewater Equipment | 1   | LS                        | \$ 423.88       | \$ 423.88            | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      |                                |     | LS                        | \$ -            | \$ -                 | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      |                                |     | LS                        | \$ -            | \$ -                 | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      |                                |     | LS                        | \$ -            | \$ -                 | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      |                                |     |                           | \$ -            | \$ -                 |                             |         |       |                     |                      |                      |
|                      |                                |     |                           | <b>Subtotal</b> | <b>\$ 455,161.72</b> |                             |         |       | <b>\$ -</b>         | <b>\$ 118,668.79</b> | <b>\$ 118,668.79</b> |
| <b>Change Orders</b> |                                |     |                           |                 |                      |                             |         |       |                     |                      |                      |
|                      |                                | 1   | LS                        | \$ -            | \$ -                 | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      |                                | 1   | LS                        | \$ -            | \$ -                 | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      |                                | 1   | LS                        | \$ -            | \$ -                 | 0%                          | 0%      | 0%    | \$ -                | \$ -                 | \$ -                 |
|                      | <b>Total Cost</b>              |     |                           |                 | <b>\$ 455,161.72</b> |                             |         |       | <b>\$ -</b>         | <b>\$ 118,668.79</b> | <b>\$ 118,668.79</b> |
|                      | <b>Retention</b>               |     | N/A                       |                 |                      |                             |         |       | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>          |
|                      | <b>Net Amount Due</b>          |     |                           |                 |                      |                             |         |       | <b>\$ -</b>         | <b>\$ 118,668.79</b> | <b>\$ 118,668.79</b> |

Acceptance of % billed:

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

Project Manager

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

Purchasing

|                             |     |
|-----------------------------|-----|
| Base Work Order % Complete  | 26% |
| Total Work Order % Complete | 26% |





State of Washington  
 Department of Labor & Industries  
 Prevailing Wage Section - Telephone 360-902-5335  
 PO Box 44540, Olympia, WA 98504-4540

## Statement of Intent to Pay Prevailing Wage

### Project Detail - [Project Dashboard](#)

|                                      |                       |               |                                   |
|--------------------------------------|-----------------------|---------------|-----------------------------------|
| Document Received Date:<br>12/1/2021 | Intent ID:<br>1196421 | Affidavit ID: | Status: Approved On<br>12/15/2021 |
|--------------------------------------|-----------------------|---------------|-----------------------------------|

### Company Details

|                                      |  |
|--------------------------------------|--|
| Company Name:                        | FORMA CONSTRUCTION COMPANY                                 |
| Address:                             | 500 COLUMBIA ST NW, STE 201<br>Olympia, WA, 98501          |
| Contractor Registration No.          | FORMACC878OR   |
| WA UBI Number                        | 600604496  |
| Phone Number                         | 360-754-5788   |
| Industrial Insurance Account ID      | 20213500   |
| OMWBE Certifications as of 12/1/2021 | No active certifications existed when Intent was submitted |
| Email Address                        | Christopher.Sutton@formacc.com                             |
| Filed By                             | Christopher Sutton   |

### Prime Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |
| Phone Number                | 360-754-5788               |

### Project Information

|                 |  |
|-----------------|--|
| Awarding Agency | NORTHSHORE PARK & RECREATION SERVICE<br>AREA<br>10201 EAST RIVERSIDE DR BOTHELL, WA -<br>98011 |
|-----------------|--|

Awarding Agency Contact Christine Disnute  
Awarding Agency Contact Phone Number 425-219-0916  
Contract Number 181115-1  
Project Name Pedestrian Bridge Structural Repairs  
Project Description Structural Repairs and painting pedestrian bridge  
Contract Amount \$524,787.57  
Contract Type Description \*Job Order Contract (JOC)  
Work Order Number JC2021-008.00  
Award Date 11/19/2021  
Project Site Address or Directions 10212 E Riverside Drive Bothell, WA 98011

### Payment Details

Check Number:  
Transaction Id: 108410401

### Intent Details

Expected project start date: (MM/DD/YYYY) 12/3/2021  
In what county (or counties) will the work be performed? King  
In what city (or nearest city) will the work be performed? Bothell  
What is the estimated contract amount? **OR** is this a time and materials estimate? \$524,787.57  
Does your company intend to hire **ANY** subcontractors? Yes  
Will your company have employees perform work on this project? Yes  
Do you intend to use any apprentices? (Apprentices are considered employees.) No  
How many owner/operators performing work on the project own 30% or more of the company? 0

### Journey Level Wages

| County | Trade      | Occupation | Wage    | Fringe  | # Workers |
|--------|------------|------------|---------|---------|-----------|
| King   | Carpenters | Carpenter  | \$46.92 | \$18.02 | 1         |

## Public Notes

[Show/Hide Existing Notes](#)

No note exists

State of Washington  
Department of Labor & Industries  
Prevailing Wage Section - Telephone 360-902-5335  
PO Box 44540, Olympia, WA 98504-4540

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## Statement of Intent to Pay Prevailing Wage

### Project Detail - [Project Dashboard](#)

|                                       |                       |               |                                   |
|---------------------------------------|-----------------------|---------------|-----------------------------------|
| Document Received Date:<br>12/15/2021 | Intent ID:<br>1199565 | Affidavit ID: | Status: Approved On<br>12/30/2021 |
|---------------------------------------|-----------------------|---------------|-----------------------------------|

### Company Details

|                                       |  |
|---------------------------------------|--|
| Company Name:                         | LONG PAINTING CO   |
| Address:                              | 21414 68TH AVE S<br>KENT, WA, 98032                        |
| Contractor Registration No.           | LONGP**230MA   |
| WA UBI Number                         | 578090687  |
| Phone Number                          | 253-234-8050   |
| Industrial Insurance Account ID       | 70615000   |
| OMWBE Certifications as of 12/15/2021 | No active certifications existed when Intent was submitted |
| Email Address                         | kassandras@longpainting.com                                |
| Filed By                              | Kasee Stringer   |

### Prime Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |
| Phone Number                | 360-754-5788               |

### Project Information

|                 |  |
|-----------------|--|
| Awarding Agency | NORTHSHORE PARK & RECREATION SERVICE<br>AREA<br>10201 EAST RIVERSIDE DR BOTHELL, WA -<br>98011 |
|-----------------|--|

|                                      |   |
|--------------------------------------|---|
| Awarding Agency Contact              | Christine Disnute                                 |
| Awarding Agency Contact Phone Number | 425-219-0916                                      |
| Contract Number                      | 181115-1  |
| Project Name                         | Pedestrian Bridge Structural Repairs              |
| Project Description                  | Structural Repairs and painting pedestrian bridge |
| Contract Amount                      | \$524,787.57                                      |
| Contract Type Description            | *Job Order Contract (JOC)                         |
| Work Order Number                    | JC2021-008.00                                     |
| Award Date                           | 11/19/2021  |
| Project Site Address or Directions   | 10212 E Riverside Drive Bothell, WA 98011         |

### Hiring Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |

### Payment Details

|                 |           |
|-----------------|-----------|
| Check Number:   |           |
| Transaction Id: | 108433170 |

### Intent Details

|   |              |
|---|--------------|
| Expected project start date: (MM/DD/YYYY)   | 1/10/2022    |
| In what county (or counties) will the work be performed?                                | King         |
| In what city (or nearest city) will the work be performed?                              | Bothell      |
| What is the estimated contract amount? <b>OR</b> is this a time and materials estimate? | \$289,918.00 |
| Does your company intend to hire <b>ANY</b> subcontractors?                             | Yes          |
| Will your company have employees perform work on this project?                          | Yes          |
| Do you intend to use any apprentices? (Apprentices are considered employees.)           | Yes          |
| How many owner/operators performing work on the project own 30% or more of the company? | 0            |

### Journey Level Wages

| County | Trade    | Occupation    | Wage    | Fringe  | # Workers |
|--------|----------|---------------|---------|---------|-----------|
| King   | Painters | Journey Level | \$34.54 | \$13.16 | 5         |

### Public Notes

[Show/Hide Existing Notes](#)

No note exists

State of Washington  
 Department of Labor & Industries  
 Prevailing Wage Section - Telephone 360-902-5335  
 PO Box 44540, Olympia, WA 98504-4540

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## Statement of Intent to Pay Prevailing Wage

### Project Detail - [Project Dashboard](#)

|                                       |                       |               |                                   |
|---------------------------------------|-----------------------|---------------|-----------------------------------|
| Document Received Date:<br>12/27/2021 | Intent ID:<br>1201428 | Affidavit ID: | Status: Approved On<br>12/27/2021 |
|---------------------------------------|-----------------------|---------------|-----------------------------------|

### Company Details

|                                       |  |
|---------------------------------------|--|
| Company Name:                         | CORONA STEEL INC   |
| Address:                              | 3015 106TH ST S<br>LAKEWOOD, WA, 98499                     |
| Contractor Registration No.           | CORONSI099PM   |
| WA UBI Number                         | 601336754  |
| Phone Number                          | 253-874-4766   |
| Industrial Insurance Account ID       | 82450000   |
| OMWBE Certifications as of 12/27/2021 | No active certifications existed when Intent was submitted |
| Email Address                         | terris@coronasteel.com                                     |
| Filed By                              | Terri Stanley  |

### Prime Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |
| Phone Number                | 360-754-5788               |

### Project Information

|                 |  |
|-----------------|--|
| Awarding Agency | NORTHSHORE PARK & RECREATION SERVICE<br>AREA<br>10201 EAST RIVERSIDE DR BOTHELL, WA -<br>98011 |
|-----------------|--|

|                                      |   |
|--------------------------------------|---|
| Awarding Agency Contact              | Christine Disnute                                 |
| Awarding Agency Contact Phone Number | 425-219-0916                                      |
| Contract Number                      | 181115-1  |
| Project Name                         | Pedestrian Bridge Structural Repairs              |
| Project Description                  | Structural Repairs and painting pedestrian bridge |
| Contract Amount                      | \$524,787.57                                      |
| Contract Type Description            | *Job Order Contract (JOC)                         |
| Work Order Number                    | JC2021-008.00                                     |
| Award Date                           | 11/19/2021  |
| Project Site Address or Directions   | 10212 E Riverside Drive Bothell, WA 98011         |

### Hiring Contractor

|                             |                            |
|-----------------------------|----------------------------|
| Company Name                | FORMA CONSTRUCTION COMPANY |
| Contractor Registration No. | FORMACC878OR               |
| WA UBI Number               | 600604496                  |

### Payment Details

|                 |           |
|-----------------|-----------|
| Check Number:   |           |
| Transaction Id: | 108447150 |

### Intent Details

|   |             |
|---|-------------|
| Expected project start date: (MM/DD/YYYY)   | 3/15/2022   |
| In what county (or counties) will the work be performed?                                | King        |
| In what city (or nearest city) will the work be performed?                              | bothell     |
| What is the estimated contract amount? <b>OR</b> is this a time and materials estimate? | \$70,872.00 |
| Does your company intend to hire <b>ANY</b> subcontractors?                             | No          |
| Will your company have employees perform work on this project?                          | Yes         |
| Do you intend to use any apprentices? (Apprentices are considered employees.)           | No          |
| How many owner/operators performing work on the project own 30% or more of the company? | 0           |

### Journey Level Wages



| County | Trade       | Occupation | Wage    | Fringe  | # Workers |
|--------|-------------|------------|---------|---------|-----------|
| King   | Ironworkers | Journeyman | \$46.95 | \$31.58 | 1         |

### Public Notes

[Show/Hide Existing Notes](#)

No note exists

# Invoice Voucher

*Remit To: State Auditor's Office  
 POBox40021  
 Olympia, WA 98504-0021  
 Federal ID No. 91-6001098*



*Page: 1 of 1  
 Invoice No.: L146077  
 Invoice Date: 01/13/2022  
 MCAG No.: 0805  
 County: King*

Northshore Park and Recreation Service Area  
 Attn: Carly Joerger, Northshore Parks and Recreation Service  
 18415 101st Ave NE  
 Bothell, WA 98011

Now accepting electronic payments  
 Send to: Washington State Auditor's Office  
 Routing: 123000848Account: 153911801147  
 Account type: Checking  
**Please include invoice number**



*(Return this portion with your payment)*

**State Auditor's Office**

*(Detach and retain for your records)*

*Entity Name:* Northshore Park and Recreation Service Area  
*Invoice No.:* 1146077  
*Invoice Date:* 01/13/2022

*Audit No.:* 47425      *Audit Period:* 18 - 20      *Purchase Order:*

| <i>Month/Year</i>        | <i>Work Performed</i> | <i>Bill Rate</i> | <i>Hrs</i>  | <i>Amount</i>     | <i>Travel/Other Expenses</i> | <i>Total</i>      |
|--------------------------|-----------------------|------------------|-------------|-------------------|------------------------------|-------------------|
| 12/21                    | Financial Audit       | \$113.10         | 14.5        | \$1,639.95        | \$0.00                       | \$1,639.95        |
| <b><i>Sub Total:</i></b> |                       |                  | <b>14.5</b> | <b>\$1,639.95</b> | <b>\$0.00</b>                | <b>\$1,639.95</b> |

***Total Due This Invoice:***      **14.5**      **\$1,639.95**      **\$0.00**      **\$1,639.95**  
*(Hrs rounded to nearest tenth)*



### Invoice

|   |                                    |
|---|------------------------------------|
| <b>To:</b> Northshore Parks WA<br>18415 101st Ave. NE<br>Bothell WA 98011 | Date: 1/28/2022                    |
|   | Document No: JC2021-003.01.00-2201 |
|   | Customer Acct#: ORG265469-1        |
|   | Payment Terms: Net 30              |

### Job Information

|                          |   |                   |                   |
|--------------------------|---|-------------------|-------------------|
| Job Order No:            | JC2021-003.01.00                            | Job Order Volume: | 6,202.00          |
| Job Order Title:         | SC Bathrooms Repair and Modernization...    | Project Manager   | Christine Disnute |
| Job Site:                | 10201 E Riverside Drive, Bothell, WA, 98011 |                   |                   |
| Work Authorization No:   | JC2021003                                   |                   |                   |
| Work Authorization Date: | 10/25/2021                                  |                   |                   |
| Owner:                   | 4530 Northshore Parks WA-1                  |                   |                   |
| Owner Dept :             | Facilities                                  |                   |                   |
| Contractor:              | FORMA Construction Company-1                |                   |                   |
| Contractors Contract No: | 181115-1                                    |                   |                   |

### Billing Information

| Item                          | Job Order No / Supplemental No | Job Order<br>Volume<br>Hours | / Billing<br>Rate | Amount |
|-------------------------------|--------------------------------|------------------------------|-------------------|--------|
| JOC Job Order Development Fee | JC2021-003.01.00               | 6,202.00                     | 3.050%            | 189.16 |
| JOC License Fee               | JC2021-003.01.00               | 6,202.00                     | 1.950%            | 120.94 |
| <b>Sub-Total</b>              |                                |                              |                   | 310.10 |
| <b>Amount Due in USD</b>      |                                |                              |                   | 310.10 |

### Remittance Information

Payments Via ACH/Wire Financial Institution: Bank of America  
Account Name: The Gordian Group, Inc  
ABA: ACH/EFT: 071923284  
Account Number: 8765331742  
Swift Code: BOFAUS3N

Payments Via Check The Gordian Group, Inc.  
PO Box 74008498  
Chicago, IL 60674-8498

Please provide remittance details to [ar@gordian.com](mailto:ar@gordian.com) if the information cannot be encoded in the ACH/Wire transmission or included with the check.



# Special District Voucher Approval Document

**Scheduled Payment Date:** 02/03/2022  
**Total Amount:** \$12,783.75  
**Control Total:** 4  
**Payment Method:** WARRANT

**District Name:** Northshore Parks and Recreation Service Area  
**File Name:** AP\_NOSHRPRK\_APSUPINV\_20220225124443.csv  
**Fund #:** 251010010

|                                       |   |
|---------------------------------------|---|
| <b>CONTACT INFORMATION</b>            |   |
| Preparer's Name: <u>Barbara Glass</u> | Email Address: <u>barbara.glass@bothellwa.gov</u> |

|   |                     |                               |
|---|---------------------|-------------------------------|
| <b>PAYMENT CERTIFICATION</b>  |                     | RCW (42.24.080)               |
| <p>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).</p> |                     |                               |
| <b>Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :</b>  |                     |                               |
| <u>Becky Range</u>  | <u>Feb 25, 2022</u> |                               |
| Authorized District Signature   | Date                | Authorized District Signature |
| Authorized District Signature   | Date                | Authorized District Signature |
| Authorized District Signature   | Date                | Authorized District Signature |

**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

|                                      |       |
|--------------------------------------|-------|
| <b>KING COUNTY FINANCE USE ONLY:</b> |       |
| Batch Processed By:                  | _____ |
| Date Processed:                      | _____ |



# Special District Voucher Approval Document

**District Name:** Northshore Parks and Recreation Service Area

**File Name:** AP\_NOSHRPRK\_APSUPINV\_20220225124443.csv

| Payee (Vendor Name)             | Vendor No. | Vendor Site | Invoice No. | Invoice Date | Inv. Amount | Description |
|---------------------------------|------------|-------------|-------------|--------------|-------------|-------------|
| CORNERSTONE ARCHITECTURAL GROUP |            |             | 232102-10   | 02/22/2022   | \$2,407.50  |             |
| CORNERSTONE ARCHITECTURAL GROUP |            |             | 232103-10   | 02/22/2022   | \$9,816.25  |             |
| CORNERSTONE ARCHITECTURAL GROUP |            |             | 232106-5    | 02/22/2022   | \$200.00    |             |
| CORNERSTONE ARCHITECTURAL GROUP |            |             | 232107-8    | 02/22/2022   | \$360.00    |             |



6161 NE 175th Street, Suite 101  
 Kenmore, Washington 98028  
 206.682.5000  
 cornerstonearch.com

# INVOICE

## Northshore Parks & Recreation Service Area

18415 101st Ave NE  
 Bothell WA 98011

Attn: Christine Disnute

Emailed to: Christine.Disnute@bothellwa.gov; barbara.glass@bothellwa.gov

February 22, 2022

Invoice No. 232102-10

For services rendered through the fifteenth of the month.

Payment Due Upon Receipt

Project No. 232102

### NPRSA #01 Pedestrian Bridge Investigation & Repair

| SCOPE   | RATE  | HOURS | EXTENSION   | PREVIOUSLY INVOICED | THIS INVOICE |
|---|-------|-------|-------------|---------------------|--------------|
| <b>Part 1a Investigation Report</b>                           |       |       |             |                     |              |
| Architectural - Principal                                     | \$230 | 2     | \$ 460.00   | 2 \$ 460.00         | \$ -         |
| Architectural - Project Manager                               | \$180 | 8     | \$ 1,440.00 | 8 \$ 1,440.00       | \$ -         |
| Structural - Principal  | \$245 | 2     | \$ 490.00   | 2 \$ 490.00         | \$ -         |
| Structural - Engineer   | \$150 | 8     | \$ 1,200.00 | 8 \$ 1,200.00       | \$ -         |
| Structural Markup 10%   |       |       | \$ 169.00   | \$ 169.00           | \$ -         |
| Environmental - additional services for Asbestos/Lead Testing |       |       |             |                     | \$ -         |
| Environmental Markup 10%                                      |       |       |             |                     | \$ -         |
| <b>Part 2a Construction Documents</b>                         |       |       |             |                     |              |
| Architectural - Principal                                     | \$230 | 2     | \$ 460.00   | 2 \$ 460.00         | \$ -         |
| Architectural - Project Manager                               | \$180 | 8     | \$ 1,440.00 | 8 \$ 1,440.00       | \$ -         |
| Architectural CADD Technical Support                          | \$100 | 8     | \$ 800.00   | 21 \$ 2,100.00      | \$ -         |
| Structural - Principal  | \$245 | 2     | \$ 490.00   | 2 \$ 490.00         | \$ -         |
| Structural - Engineer   | \$150 | 4     | \$ 600.00   | 4 \$ 600.00         | \$ -         |
| Structural - CADD Drafter                                     | \$110 | 20    | \$ 2,200.00 | 20 \$ 2,200.00      | \$ -         |
| Structural Markup 10%   |       |       | \$ 329.00   | \$ 329.00           | \$ -         |

continued on the next page ....

## NPRSA #01 Pedestrian Bridge Investigation & Repair

| SCOPE  | RATE  | HOURS        | EXTENSION           | PREVIOUSLY INVOICED | THIS INVOICE        |
|--|-------|--------------|---------------------|---------------------|---------------------|
| <b>Part 2b Bidding</b>   |       |              |                     |                     |                     |
| Architectural - Project Manager                                | \$180 | 8            | \$ 1,440.00         | 15.5                | \$ 2,790.00         |
| Structural - Engineer  | \$150 | 4            | \$ 600.00           | 2                   | \$ 300.00           |
| Structural Markup 10%  |       |              | \$ 60.00            |                     | \$ 30.00            |
| Civil - Principal/Sr Project Manager                           | \$225 | 16           | \$ 3,600.00         | 3.5                 | \$ 787.50           |
| Civil Markup 10%   |       |              | \$ 360.00           |                     | \$ 78.75            |
| <b>Part 2c Construction Administration (CA) &amp; Closeout</b> |       |              |                     |                     |                     |
| Architectural - Project Manager                                | \$180 | 40           | \$ 7,200.00         | 11.5                | \$ 2,070.00         |
| Structural - Principal   | \$245 | 2            | \$ 490.00           |                     | \$ -                |
| Structural - Engineer  | \$150 | 40           | \$ 6,000.00         | 1                   | \$ 150.00           |
| Structural Markup 10%  |       |              | \$ 649.00           |                     | \$ 15.00            |
| <b>Part 3 Hazardous Material Testing (ADDITIONAL SCOPE)</b>    |       |              |                     |                     |                     |
| Architectural - Project Manager                                | \$180 | 8            | \$ 1,440.00         | 8                   | \$ 1,440.00         |
| Building Envelope Technologist                                 | \$125 | 8            | \$ 1,000.00         | 8                   | \$ 1,000.00         |
| Architectural CADD Technical Support                           | \$100 |              | \$ -                | 2                   | \$ 200.00           |
| Environmental - Engineer                                       | \$120 | 5            | \$ 600.00           |                     | \$ 899.25           |
| Environmental - Admin  | \$100 | 3            | \$ 300.00           |                     | \$ -                |
| Environmental - markup 10%                                     |       |              | \$ 90.00            |                     | \$ 89.93            |
| Civil - Engineer IX/Project Manager                            | \$168 | 8            | \$ 1,344.00         | 10                  | \$ 1,680.00         |
| Civil - Engineering Designer                                   | \$120 | 4            | \$ 480.00           | 4.75                | \$ 570.00           |
| Civill - markup 10%  |       |              | \$ 182.40           |                     | \$ 225.00           |
|  |       | <b>TOTAL</b> | <b>\$ 33,907.00</b> |                     | <b>\$ 23,703.43</b> |
|  |       |              |                     |                     | <b>\$ 2,407.50</b>  |

Reviewed by:



2/22/2022

Andre Coppin  
 Cornerstone Architectural Group  
 AC:bc



6161 NE 175th Street, Suite 101  
 Kenmore, Washington 98028  
 206.682.5000  
 cornerstonearch.com

# INVOICE

## Northshore Parks & Recreation Service Area

18415 101st Ave NE  
 Bothell WA 98011

Attn: Christine Disnute

Emailed to: christine.disnute@bothellwa.gov; barbara.glass@bothellwa.gov

February 22, 2022

Invoice No. 232103-10

For services rendered through the fifteenth of the month.

Payment Due Upon Receipt

Project No. 232103

### NPRSA #02 NSC HVAC & Roof Replacement

| SCOPE  | RATE  | HOURS | EXTENSION    | PREVIOUSLY INVOICED | THIS INVOICE     |
|--|-------|-------|--------------|---------------------|------------------|
| <b>Task 1 70% CD</b>                           |       |       |              |                     |                  |
| Architectural - Building Envelope Consultant   | \$200 | 20    | \$ 4,000.00  | 20 \$ 4,000.00      | \$ -             |
| Architectural - Project Manager                | \$180 | 40    | \$ 7,200.00  | 43.5 \$ 7,830.00    | \$ -             |
| Architectural - Building Envelope Technologist | \$125 | 20    | \$ 2,500.00  | 20 \$ 2,500.00      | \$ -             |
| Architectural - CADD Technical Support         | \$100 | 60    | \$ 6,000.00  | 78 \$ 7,800.00      | \$ -             |
| Structural - Principal                         | \$245 | 2     | \$ 490.00    | 2 \$ 490.00         | \$ -             |
| Structural - Engineer                          | \$150 | 16    | \$ 2,400.00  | 18 \$ 2,700.00      | \$ -             |
| Structural Markup 10%                          |       |       | \$ 289.00    | \$ 288.50           | \$ -             |
| Environmental - Principal                      | \$185 | 4     | \$ 740.00    | 2 \$ 370.00         | \$ -             |
| Environmental - Architect/Engineer             | \$160 | 12    | \$ 1,920.00  | 9 \$ 1,440.00       | \$ -             |
| Environmental Markup 10%                       |       |       | \$ 266.00    | \$ 181.00           | \$ -             |
| Mechanical/Electrical - Associate Principal    | \$175 | 16    | \$ 2,800.00  | 16 \$ 2,800.00      | 1 \$ 175.00      |
| Mechanical/Electrical - Senior Engineer        | \$150 | 80    | \$ 12,000.00 | 80 \$ 12,000.00     | 32.5 \$ 4,875.00 |
| Mechanical/Electrical - CADD Technician        | \$85  | 100   | \$ 8,500.00  | 51 \$ 4,335.00      | 11 \$ 935.00     |
| Mechanical/Electrical - Admin                  | \$55  | 8     | \$ 440.00    | 8 \$ 440.00         | 5.5 \$ 302.50    |
| Mechanical/Electrical Markup 10%               |       |       | \$ 2,374.00  | \$ 1,957.50         | \$ 628.75        |
| <b>Task 2 Bidding</b>                          |       |       |              |                     |                  |
| Architectural - Building Envelope Consultant   | \$200 | 48    | \$ 9,600.00  | 4 \$ 800.00         | 14.5 \$ 2,900.00 |
| Mechanical/Electrical - Senior Engineer        | \$150 | 28    | \$ 4,200.00  | \$ -                | \$ -             |
| M/E Markup 10%                                 |       |       | \$ 420.00    | \$ -                | \$ -             |

continued on the next page.....



## NPRSA #02 NSC HVAC & Roof Replacement

| SCOPE                                    |   | RATE  | HOURS        | EXTENSION           | PREVIOUSLY INVOICED |                     | THIS INVOICE |                    |
|--|---|-------|--------------|---------------------|---------------------|---------------------|--------------|--------------------|
| <b>Task 3 CA</b>                         |   |       |              |                     |                     |                     |              |                    |
|  | Architectural - Building Envelope Consultant                  | \$200 | 40           | \$ 8,000.00         |                     | \$ -                |              | \$ -               |
|  | Architectural - Building Envelope Technologist                | \$125 | 120          | \$ 15,000.00        |                     | \$ -                |              | \$ -               |
|  | Structural - Principal  | \$245 | 2            | \$ 490.00           |                     | \$ -                |              | \$ -               |
|  | Structural - Engineer   | \$150 | 16           | \$ 2,400.00         |                     | \$ -                |              | \$ -               |
|  | Structual Markup 10%  |       |              | \$ 289.00           |                     | \$ -                |              | \$ -               |
|  | Mechanical/Electrical - Associate Principal                   | \$175 | 4            | \$ 700.00           |                     | \$ -                |              | \$ -               |
|  | Mechanical/Electrical - Senior Engineer                       | \$150 | 40           | \$ 6,000.00         |                     | \$ -                |              | \$ -               |
|  | M/E Markup 10%  |       |              | \$ 670.00           |                     | \$ -                |              | \$ -               |
| <b>Task 4 Hazardous Material Testing</b> |   |       |              |                     |                     |                     |              |                    |
|  | Architectural - Building Envelope Consultant                  | \$200 |              |                     |                     | \$ -                |              | \$ -               |
|  | Architectural - Building Envelope Technologist                | \$125 |              |                     |                     | \$ -                |              | \$ -               |
|  | Environmental - additional services for Asbestos/Lead Testing |       |              |                     |                     | \$ 487.93           |              | \$ -               |
|  | Environmental Markup 10%                                      |       |              |                     |                     | \$ 48.79            |              | \$ -               |
|  |   |       | <b>TOTAL</b> | <b>\$ 99,688.00</b> |                     | <b>\$ 50,468.72</b> |              | <b>\$ 9,816.25</b> |

Reviewed by:



2/22/2022

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Andre Coppin  
 Cornerstone Architectural Group  
 AC:bc



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 cornerstonearch.com

# INVOICE

## Northshore Parks & Recreation Service Area

18415 101st Ave NE  
 Bothell WA 98011

Attn: Christine Disnute

Emailed to: christine.disnute@bothellwa.gov; barbara.glass@bothellwa.gov

February 21, 2022

Invoice No. 232106-5

For services rendered through the fifteenth of this month.

Payment Due Upon Receipt

Project No. 232106

### NPRSA #05 HWC Roof Repairs

| SCOPE  | RATE  | HOURS        | EXTENSION          | PREVIOUSLY INVOICED | THIS INVOICE     |
|--|-------|--------------|--------------------|---------------------|------------------|
| <b>Task 1 Investigation</b>                    |       |              |                    |                     |                  |
| Architectural - Building Envelope Consultant   | \$200 | 12           | \$ 2,400.00        | 4.5 \$ 900.00       | 1 \$ 200.00      |
| Architectural - Building Envelope Technologist | \$125 | 8            | \$ 1,000.00        | 5.5 \$ 687.50       | \$ -             |
| <b>Task 2 30% CD</b>                           |       |              |                    |                     |                  |
| Architectural - Project Manager                | \$180 | 8            | \$ 1,440.00        | 7.5 \$ 1,350.00     | \$ -             |
| Architectural - Building Envelope Technologist | \$125 | 16           | \$ 2,000.00        | 9.5 \$ 1,187.50     | \$ -             |
| <b>Task 3 CA</b>                               |       |              |                    |                     |                  |
| Architectural - Building Envelope Consultant   | \$200 | 8            | \$ 1,600.00        | \$ -                | \$ -             |
| Architectural - Building Envelope Technologist | \$125 | 8            | \$ 1,000.00        | \$ -                | \$ -             |
|  |       | <b>TOTAL</b> | <b>\$ 9,440.00</b> | <b>\$ 4,125.00</b>  | <b>\$ 200.00</b> |

Reviewed by:

2/21/2022

Andre Coppin  
 Cornerstone Architectural Group  
 AC:bc



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# INVOICE

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 Bothell WA 98011

Attn: Christine Disnute

Emailed to: christine.disnute@bothellwa.gov; barbara.glass@bothellwa.gov

February 22, 2022

Invoice No. 232107-8

For services rendered through the fifteenth of this month.

Payment Due Upon Receipt

Project No. 232107

### NPRSA #06 HWC Grease Trap Interceptor Replacement

| SCOPE                                   | RATE  | HOURS | EXTENSION   | PREVIOUSLY INVOICED | THIS INVOICE |
|---|-------|-------|-------------|---------------------|--------------|
| <b>Task 1 60% CD</b>                    |       |       |             |                     |              |
| Architectural - Project Manager         | \$180 | 16    | \$ 2,880.00 | 15 \$ 2,700.00      | 2 \$ 360.00  |
| Civil - Engineer IX/Project Manager     | \$168 | 16    | \$ 2,688.00 | 10.5 \$ 1,764.00    | \$ -         |
| Civil - Engineer V                      | \$125 | 20    | \$ 2,500.00 | 8 \$ 1,000.00       | \$ -         |
| Civil - Engineering Designer            | \$120 | 20    | \$ 2,400.00 | 8 \$ 960.00         | \$ -         |
| Civil Markup 10%                        |       |       | \$ 758.80   | \$ 372.40           | \$ -         |
| <b>Task 1 60% CD ADDITIONAL SERVICE</b> |       |       |             |                     |              |
| Project Manager                         | \$180 | 4     | \$ 720.00   |                     | \$ -         |
| Civil Engineer IX/Project Manager       | \$168 | 4     | \$ 672.00   |                     | \$ -         |
| Civil Markup 10%                        |       |       | \$ 67.20    | \$ -                | \$ -         |
| Special Contractor - Vector Truck       |       |       | \$ 5,315.00 |                     | \$ -         |
| Special Contractor Markup 10%           |       |       | \$ 531.50   | \$ -                | \$ -         |
| <b>Task 2 Bidding</b>                   |       |       |             |                     |              |
| Architectural - Project Manager         | \$180 | 2     | \$ 360.00   | \$ -                | \$ -         |
| Civil - Engineer IX/Project Manager     | \$168 | 2     | \$ 336.00   | \$ -                | \$ -         |
| Civil Markup 10%                        |       |       | \$ 33.60    | \$ -                | \$ -         |

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## NPRSA #06 HWC Grease Trap Interceptor Replacement

| SCOPE            |                                     | RATE  | HOURS        | EXTENSION           | PREVIOUSLY INVOICED |                    | THIS INVOICE |                  |
|------------------|-------------------------------------|-------|--------------|---------------------|---------------------|--------------------|--------------|------------------|
| <b>Task 3 CA</b> |                                     |       |              |                     |                     |                    |              |                  |
|                  | Architectural - Project Manager     | \$180 | 20           | \$ 3,600.00         |                     | \$ -               |              | \$ -             |
|                  | Civil - Engineer IX/Project Manager | \$168 | 32           | \$ 5,376.00         |                     | \$ -               |              | \$ -             |
|                  | Civil Markup 10%                    |       |              | \$ 537.60           |                     | \$ -               |              | \$ -             |
|                  |                                     |       | <b>TOTAL</b> | <b>\$ 28,775.70</b> |                     | <b>\$ 6,796.40</b> |              | <b>\$ 360.00</b> |

Reviewed by:



2/22/2022

---

Andre Coppin  
 Cornerstone Architectural Group  
 AC:bc



**TO:** Board Chair Rachel Best-Campbell and Members of the NPRSA Board

**FROM:** Becky Range, Executive Director  
 Christine Disnute, Program Manager (Presenter)  
 Nathan Phillips, NSC CEO (Co-Presenter)

**DATE:** 16 March 2022

**SUBJECT:** MO-22-02 NPRSA Building Maintenance Investigation: Staff Authorization, Logistics, and Timetable

**POLICY CONSIDERATION:** NPRSA Staff request Board Authorization to begin to re-evaluate the NPRSA’s level of involvement in the routine maintenance of its assets and ask the Board to call a special meeting to discuss any options that Staff identify. This minute order serves to assess the Board’s interest in the NPRSA assuming additional direct responsibility in the upkeep of its facilities.

| <b>HISTORY:</b> | <b>DATE</b>              | <b>ACTION</b>  |
|-----------------|--------------------------|--|
|                 | <b>22 SEPTEMBER 2021</b> | The NPRSA and NSC approve a new Tenant Contract, which assigns responsibility for the routine maintenance of NPRSA facilities to the NSC.                |
|                 | <b>Q1 2022</b>           | A staffing change leaves the NSC temporarily without custodial and maintenance personnel to perform inspections and minor repair work to the facilities. |

**DISCUSSION:** NPRSA Staff want to gauge the Board’s interest in the NPRSA assuming responsibility for ensuring the routine maintenance and inspection of its buildings and systems by licensed contractors or qualified facilities specialists.

Under the terms of the 2021 Tenant Agreement § 6.A.2, the Northshore Senior Center is responsible for performing non-capital repair and maintenance to NPRSA facilities pursuant to applicable codes and regulations, and for the costs of custodial and maintenance staffing. Historically, the NSC has employed staff to perform custodial work and minor repairs, but due to a staffing change this position is now vacant.

**NPRSA Board**  
**Agenda Bill**  
Item # 5A

The NSC continues to advertise for this position, but both NSC and NPRSA Staff are interested in exploring alternate arrangements to find a candidate who can perform job duties to the satisfaction of both organizations and to facilitate reporting structures that will give the NPRSA a clearer understanding of the maintenance and overall condition of its assets. Regardless of the details and the exact nature of such an arrangement, Staff expect that it would involve the NPRSA becoming more involved in the day-to-day upkeep of its facilities.

While the NPRSA may see some immediate costs associated with this change, it will enjoy significant savings in the long run because it can ensure the performance of preventative maintenance that will extend the useful life of its assets.

If the Board expresses interest in the NPRSA taking on these responsibilities, then NPRSA Staff will begin more detailed conversations with the NSC to identify the scope of the work that the NPRSA would be taking on, and the financial impact of these changes. Staff expect to have a more detailed plan within a few weeks, and ask the Board to call a special meeting in April to discuss next steps.

**FISCAL  
IMPACTS:**

This item has no direct fiscal impact to the NPRSA.

**RECOMMENDED  
ACTION:**

Move to approve MO-22-02 NPRSA Building Maintenance Investigation.

Schedule a special meeting on 20 April 2022 to review Staff findings and recommendations.