

To: Chief Jeff Clark, Eastside Fire and Rescue
 From: Northshore Fire Department Board of Commissioners
 RE: Contract for Services Clarification
 Date: October 25, 2021

Chief, thank you for the hard work on the proposal you have submitted. As you are aware, the Northshore Board of Commissioners voted to postpone our contract decision into 2022. In the meantime, the existing board is working to clarify cost estimates and options, so the incoming board will more easily be able to compare the contracts.

Since RCW 43.09.210(3) requires service provided from one public agency to be paid for at its true and full value, Northshore Fire will be obligated to reconcile and pay for any cost overruns beyond the contract amounts. For that reason, the Northshore Board is seeking to assure the proposed costs are reasonable, realistic, and reliable over time.

The following table identifies some areas where we would like more information. We would also like you to verify we have identified the correct totals as shown. The table is followed by a list of clarifying questions / comments.

It would be ideal for our discussion purposes if you were able to have responses to our questions by November 1.

Contract cost area	EFR - 2022
Operations staffing - E151, A151, B151, E157	\$7,393,174.00
Option - A151 peak only	\$(673,734.76)
Operations Costs (AKA General Expenses)	\$1,046,946.00 (provide supporting detail)
Administration wages and benefits	\$0, not taking any admin staff
Shared BC option	\$(460,089.00)
Keep BC in Northshore (no reduction in BC's)	Included in proposal
Increase tech rescue capability	\$116,486.00
Increase hazmat capability	\$116,486.00
CRR (Fire Marshal, Pub Ed, PIO)	Included
Startup costs	\$412,936.00 (Share of liability reserve fund – please clarify components/what is paid)
Contract administration charge	\$829,012.00 (Please specify what is included in this category and how the NFD proportional share was calculated)
Annual equipment replacement charge	\$135,189.00
Annual vehicle replacement fund contribution	Northshore handles and pays all per NFD replacement plan or per the ESF&R plan?
Vehicle maintenance	Included? Separate fee, or NUD?
Annual capital facilities maintenance	\$50,000.00
Capital facilities replacement / remodel	Northshore handles and pays all per NFD replacement plan. ESF&R manages the projects.

Clarifying questions/comments

1. Please identify the components for 'Operational Costs'. What is included in these costs and how was the Northshore proportional share of these costs determined?
2. Please identify the components for 'Contract Administration Charge'. What is included in these costs and how was the Northshore proportional share of these costs determined?
3. Please identify the components for 'Startup Costs'. What is included in these costs and how was the Northshore proportional share of these costs determined? What is paid out of the Eastside Liability Reserve Fund? What does it cover?
4. Please clarify item 4.5, Charges Under RCW 52.30.020. Will revenue collected be credited to Northshore or will these fees be retained by Eastside Fire and Rescue? Will Eastside Fire and Rescue charge a fee for managing this effort?
5. The Northshore Board has decided to fund a water rescue program beginning in 2022. This effort funds 12 rescue swimmers, training, equipment and two rescue watercrafts. Please include the Eastside Fire and Rescue costs to maintain this program.
6. Does EFR charge for transport in other contract jurisdictions? Is it possible to charge for transport under EFR in one jurisdiction and not in another? Should NFD decide to implement a fee for transport program, is it possible for you to estimate the net annual receipts?
7. How will operational overtime costs be allocated between agencies?