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**North Mason Regional Fire Authority (NMRFA)  
Special Meeting Minutes  
Via Telephone/Videoconference  
12/23/2020**

**Present:** Commissioners Kelley McIntosh, Brooke Quigley, Paul Severson, Bob Miller; Executive Assistant Wassenaar; Chief Bakken; Assistant Chief Cooper

**Absent:** Commissioner Dan Kewish

**Guests:** Charles (Chuck) Westover, Hill International; Isabella Breda, Shelton-Mason County Journal

Meeting was called to order at 5:03 p.m.

**NEW BUSINESS**

**Headquarters Fire Station Guaranteed Maximum Price:** Chuck Westover from Owner Representative firm Hill International presented GMP information to the Board. Chuck advised TRICO had submitted updated GMP documents late last week based on previously received feedback. Documents and GMP proposal have been reviewed by the NMRFA team and Hill International; Chuck confirmed that all concerns were addressed and recommends approval of the GMP.

Estimated schedule:

Notice to Proceed 12.24.2020

Design Completion 1.29.2021

Substantial Construction Completion 12.30.2021

Proposed GMP \$9,101,062.46

Language modification request for Executive Summary in Exhibit E – Phase 2 GMP Proposal: The North Mason Regional Fire Authority New Headquarters project is Design-Build public work fire station and community center over approximately 3.5 acres.

**Commissioner McIntosh moved to authorize signature and acceptance of Guaranteed Maximum Price proposal with language modification. Commissioner Severson seconded the motion. Motion approved.**

**GOOD OF THE ORDER**

**Public Comment:** None

**With no further business Commissioner McIntosh adjourned the meeting at 5:35 p.m.**

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Authority Secretary Renee Wassenaar

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Commissioner Kelley McIntosh

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Commissioner Bob Miller

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Commissioner Paul Severson

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Commissioner Brooke Quigley

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Commissioner Daniel Kewish