

SATURNA ISLAND FIRE PROTECTION SOCIETY
(“SIFPS”)
MINUTES OF DIRECTORS’ MEETING
December 30, 2009, at 4:15 p.m. at the Fire Hall

DIRECTORS PRESENT:

John Money - Vice President, Marlies Petura - Secretary, Ron Hall - Treasurer, Theresa Howard-Controller, Brian Haley, Bernie Ziegler, Hugh Grasswick

DIRECTORS ABSENT: John Savage - President, Lorne Bolton, both of whom have declared potential conflicts of interest in this matter.

Fire Chief: John Wiznuk

Recording Secretary: Marlies Petura

Guests: Wayne Quinn

CALL TO ORDER:

John Money called the meeting to order at 4:15 p.m.

APPROVAL OF THE AGENDA:

Motion: Moved by John Money that the only item on the agenda is to complete the awarding of a contract to one of the two suppliers.

CARRIED

Wayne Quinn stated that he had received direction from the Board at the December 29th meeting to inquire of the supplier who had offered a bond what that entailed and to discuss performance with the supplier. He stated that both finalist suppliers had been asked to bid on both the large and the small buildings and provide their pricing based on a set of criteria. Further clarification of the two bids occurred and Mr. Quinn then asked both suppliers to provide their best “all in” pricing based on being awarded the contract for both buildings. The result was a bid of \$236,000 +/-, from Perma Steel and \$224,000 +/-, from Ferro.

During the subsequent conversation with Perma Steel regarding the bond issue, it became evident that an important item in the bid had been overlooked during the review of the bids by the Building Project Committee. It was revealed that Perma Steel’s interpretation of “all in” meant that this would include all the overhead doors, which had been left off the criteria by Mr. Quinn originally. The value of the doors would be over \$20,000. Therefore if this amount were taken out of the final bid then the bid actually comes below the Ferro bid by some \$8000. SIFPS has the option to either include the doors, or forego the inclusion of the doors and try to get a better deal later, but it is unlikely that 7 doors could be purchased for this price. Based on being part of Perma Steel’s bid, the doors would be delivered with the rest of the steel building and would be installed by Perma Steel, as well they would service these doors for a couple of years after installation.

Regarding the bonding, Perma Steel will offer SIFPS a surety bond which has a premium value of approximately \$5000. This guarantees the material, the delivery, and the erection. If any issues arise with the contractors then those individuals can sue Perma Steel not us. Norm Elliott, owner of Perma Steel, is personally putting up this bond. As for the timeline performance, Perma Steel indicated that

the completion by end of June would be more of a problem for SIFPS, then Perma Steel, as much work has to be completed on the sites before the building can even start to be erected.

Bernie Ziegler asked if contact regarding a bond had been made with the second supplier and Mr. Quinn stated that he had not contacted them. He also confirmed that the doors were not included in the Ferro bid.

Motion: Moved by Hugh Grasswick to accept the bid from Perma Steel.

Seconded by: Theresa Howard.

CARRIED UNANIMOUSLY

It was agreed that Brian Haley, Head of the Building Project Committee, should notify both suppliers as to the outcome of their bids.

Wayne Quinn asked the Board's direction as to the status of managing the second building as his contract only involves DESB#1. John Money asked that this be deferred until the next regular Board meeting and to place this on the agenda.

ADJOURN

Motion: Moved by John Money to adjourn the meeting at 4:25 p.m.

John Money, Vice President

Marlies Petura, Secretary