

RESOLUTION NO. 207

A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF BIRCH BAY WATER AND SEWER DISTRICT,
WHATCOM COUNTY, WASHINGTON, AUTHORIZING AND GOVERNING USE OF
VENDOR LISTS AND ALTERNATIVE PURCHASE PROCESS IN LIEU OF FORMAL SEALED BIDDING

WHEREAS, Washington State law authorizes water and sewer districts to establish vendor's lists to award contracts in lieu of the requirements for formal sealed bidding; and

WHEREAS, Resolution No. 592 adopted by Birch Bay Water & Sewer District ("District") on March 25, 1999, established procedures for use of a vendor list pursuant to state law; and

WHEREAS, Resolution No. 600 adopted by the District on August 23, 2000, effectively amended Resolution No. 592 by updating small works roster and vendor list procedures pursuant to state law; and

WHEREAS, vendor list procedures were not included in the District Code; and

WHEREAS, Resolution No. 600 requires updating to correspond to the current vendor lists processes and rules and an alternative to the vendor list process as established through RCW 57.08.050 and RCW 39.04.190; and

WHEREAS, it is the intent of the District in adopting this Resolution to wholly replace the provisions of Resolution No. 600 as it pertains to use of vendor lists with the provisions of this Resolution and to have same codified in a separate chapter of the District Code; and

WHEREAS, Resolution Nos. 592 and 600 are being repealed by separate resolution adopted on the same date as this resolution;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Birch Bay Water and Sewer District, Whatcom County, Washington as follows:

Section 1: A new District Code Chapter 2.22 is hereby enacted as follows:

Chapter 2.22 Vendor List

2.22.010 All contracts for materials, equipment or supplies with an estimated cost of less than fifty thousand dollars (\$50,000.00), or such different amount as may be authorized by future amendment of RCW 57.08.050, may be awarded as provided herein.

2.22.020 The District shall adopt a vendor list or lists which shall consist of all responsible vendors who have requested to be placed on a vendor list. At least twice each year, the District General Manager shall cause to be published

notice of the existence of the vendor list(s) in a newspaper of general circulation within the District, which shall solicit the names of vendors for the list(s).

2.22.030 The District's department managers shall secure telephone, written or electronic quotations from vendors on the list for the appropriate category of materials. This process is intended to assure a competitive price and to award contracts for purchases of materials, supplies, and equipment to the lowest responsible bidder. Whenever possible, the District shall obtain quotations from at least three vendors on the list.

2.22.040 Immediately after the award is made, the bid quotations obtained shall be recorded, open to public inspection, and shall be available by telephone inquiry. A contract awarded pursuant to this section need not be advertised.


2.22.050 As an alternative to the process for purchasing materials, supplies or equipment pursuant to sections 2.22.010-2.22.040, the District may let any contracts for purchase of materials, supplies, or equipment with the suppliers designated on current state agency, county, city, or town purchasing rosters for the materials, supplies, or equipment, when the roster has been established in accordance with the competitive bidding law for purchases applicable to the state agency, county, city, or town. The price and terms for purchases shall be as described on the applicable roster.

Section 2: BE IT FURTHER RESOLVED that any resolutions or parts of resolutions in conflict herewith are hereby repealed insofar as they conflict with the provisions of this resolution.

Section 3: If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares that it would have passed this code and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, and if, for any reason, this Resolution should be declared invalid, or unconstitutional, then the original Resolution shall be in full force and effect.

Section 4: This Resolution shall be effective immediately.


PASSED by the Board of Commissioners of Birch Bay Water & Sewer District, Whatcom County, Washington, at a regular meeting held the 9th day of June, 2011.


COMMISSIONER


COMMISSIONER


COMMISSIONER

THIS IS TO CERTIFY that the above is a true and correct copy of Resolution No. 707 of Birch Bay Water & Sewer District, Whatcom County, Washington, adopted at the regular meeting of the Board of Commissioners on June 9, 2011.



SECRETARY