



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

February 28, 2011

Ordinance 17041

Proposed No. 2011-0078.1

Sponsors Gossett, Phillips, Lambert, Dunn,
Ferguson, McDermott, von Reichbauer,
Hague and Patterson

1 AN ORDINANCE relating to procurement procedures for
2 public contracts; and adding a new section to K.C.C.
3 chapter 4.16.

4 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

5 NEW SECTION. SECTION 1. There is hereby added to K.C.C. chapter 4.16 a
6 new section to read as follows:

7 A. There is hereby created a small works roster system, which shall operate as a
8 uniform process to award contracts for public works contracts with an estimated cost of
9 three hundred thousand dollars or less as an alternative to formal advertisement and
10 competitive bidding, at the option of the manager on a project by project basis. The
11 following procedures shall be followed in awarding all contracts using this roster system:

12 1. Individual rosters within the system shall be composed of all responsible
13 contractors who have requested to be placed on the rosters and, where required by law,
14 properly licensed to perform such work in this state;

15 2. Bids may be solicited from all appropriate contractors on the appropriate
16 small works roster or the county may invite quotations from at least five contractors on
17 an appropriate roster. The solicitation shall include a description of the nature and scope
18 of work to be performed as well as the materials and equipment to be furnished.

19 However, if the estimated cost of the work is from one hundred and fifty thousand dollars
20 to three hundred thousand dollars, and the county chooses to solicit bids from less than all
21 appropriate contractors on the appropriate small works roster list, then the county must
22 notify the remaining contractors that bids are being solicited. The manager may select
23 the method of notifying the remaining contractors in compliance with RCW 39.04.155,
24 now and as hereafter amended;

25 3. Once a contractor on a roster has been offered an opportunity to submit a bid,
26 that contractor shall not be offered another opportunity to submit a bid for any other
27 contract using the same roster until all other contractors on the roster have been offered
28 an opportunity to submit a bid;

29 4. A contractor shall be removed, at the discretion of the manager, from a small
30 works roster after being deemed non-responsible to two consecutive invitations to bid;
31 and

32 5. All contracts shall be awarded to the contractor submitting the lowest
33 responsible bid.

34 B. The manager or the manager's designee shall be responsible for the
35 administration of the small works roster system, including any limited public works
36 process authorized under RCW 39.04.155, and shall prepare and adopt the forms,
37 administrative processes and operational procedures necessary to implement a small
38 works roster system for different categories of anticipated work that complies fully with
39 this section and the applicable requirements of state law. In the discretion of the manager
40 or the manager's designee, solicitations under the small works roster system may be

41 conducted in writing or electronically, including but not limited to using a web-based
42 solicitation process.

43

Ordinance 17041 was introduced on 2/14/2011 and passed by the Metropolitan King County Council on 2/28/2011, by the following vote:

Yes: 9 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,
Ms. Patterson, Ms. Lambert, Mr. Ferguson, Mr. Dunn and Mr.
McDermott
No: 0
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


Larry Gossett, Chair

ATTEST:



Anne Noris, Clerk of the Council

APPROVED this 11 day of MARCH, 2011.



Dow Constantine, County Executive

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Attachments: None