

CITY OF SAMMAMISH

WASHINGTON

RESOLUTION NO. *R99-26*

**A RESOLUTION OF THE CITY OF SAMMAMISH,
WASHINGTON, DECLARING THE INTENT OF THE CITY
COUNCIL TO ESTABLISH A SMALL WORKS ROSTER**

WHEREAS, state law authorizes cities to adopt a uniform process to award contracts for public works projects in lieu of the requirements for formal sealed bidding; and

WHEREAS, the City Council wishes to adopt a policy which conforms with state law and establishes a small works roster of qualified firms for such projects; and

WHEREAS, cities may create a single general small works roster; and

WHEREAS, the City Council wishes to have the roster updated twice annually;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAMMAMISH, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Small Works Roster. In accordance with RCW 39.04.155, the City hereby establishes a single general small works roster, to be updated twice annually, for public works projects which are less than \$100,000.

Section 2. Quotations. The City Manager shall secure quotations from qualified contractors on the small works roster to assure that a competitive price is established and to award any such contracts to the lowest responsible bidder as defined in RCW 43.19.1911. Whenever possible, at least five contractors shall be invited to submit quotations, as specified in RCW 39.04.155. Pursuant to RCW 39.04.200, a list of all contracts awarded under the small works roster shall be posted at least once every two months and shall specify the name of the contractor awarded the contract, the contract amount and date of award, a brief description of the work performed under the contract, and the location of all bid quotations received on any such contracts.

Section 3. Conformity to Statute. In carrying out the provisions of this Resolution, the City Manager shall establish such policies and procedures as are necessary to conform with RCW 39.04.155 and other applicable provisions of state law.

8th PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE
DAY OF *September*, 1999.

CITY OF SAMMAMISH



Mayor Phil Dyer

ATTEST/AUTHENTICATED:



Ruth Muller, Interim City Clerk

Approved as to form:



Bruce L. Disend, City Attorney

Filed with the City Clerk: *September 2, 1999*
Passed by the City Council: *September 8, 1999*
Resolution No.: *R99-26*