

RESOLUTION NO. 97-04  
AMENDING RESOLUTION 60-99, AMENDING CHAPTER 3.48, COMPETITIVE BIDDING  
MASON COUNTY CODE

WHEREAS, RCW 36.32.250 specifies competitive bidding requirements;

WHEREAS, it has been determined that counties do not have to competitively bid for services, including professional services;

WHEREAS, RCW 39.80 governs selection of architects, engineers, surveyors and landscape architects;

WHEREAS, these amendments will bring the Mason County Code into compliance with state law;

NOW, THEREFORE BE IT HEREBY RESOLVED, by the Board of Mason County Commissioners to amend Chapter 3.48 as follows:

**3.48.010 Required when.**

- (a) All contracts/purchases of materials, equipment, or supplies where the total value will amount to more than twenty-five thousand dollars must be put out to competitive bidding except for purchases that are clearly and legitimately limited to a single source of supply; purchases involving special facilities or market conditions; purchases in the event of an emergency; purchases of insurance or bonds; and public works contracts in the event of an emergency.
- (b) An emergency is defined as unforeseen circumstances beyond the control of Mason County that either: (1) presents a real, immediate threat to the proper performance of essential functions; or (2) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

**3.48.020 Post-for-quotes/telephone bid procedures.**

If the total value of the purchase of materials, equipment, or supplies is between two thousand five hundred dollars and twenty-five thousand dollars, the following post-for-quotes/telephone bid procedures shall apply:

- (1) Approval for post-by-quotes/telephone bids by motion by the board of county commissioners;
- (2) The notice of intent to purchase materials, equipment, or supplies shall be posted on the bulletin board in courthouse annex I (commissioners office) not less than three days prior to obtaining bid quotations;
- (3) Telephone or written bid quotations must be secured from at least three suppliers (unless less than three suppliers or a sole source of supply exists);
- (4) The agreement/purchase must be awarded to the lowest bid quotation unless there is good and sufficient cause for not so awarding.
- (5) Immediately after the award is made, the department head/elected official shall record/keep the bid quotations and make the bid quotations open to public inspection and telephone inquiry. The department head/elected official shall also announce the award at a regularly scheduled meeting of the board of county commissioners.

**3.48.040 Exception--Certain agreements/ contracts.**

The above requirements do not apply to agreements/contracts which are governed by their own statutory requirements such as Equipment Rental and Revolving Fund purchases (RCW 36.77); Public Works Contracts (RCW 39.04); and Performance Based Contracts (RCW 39.35A).

Effective this 2<sup>nd</sup> day of November, 2004.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON



Wesley E. Johnson, Chairperson



Herb Baze, Commissioner

ATTEST:



Rebecca S. Rogers, Clerk of the Board



Jayni L. Kamin, Commissioner

APPROVED AS TO FORM:



Deputy Prosecuting Attorney

c: All Departments