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SNOHOMISH COUNTY
EXECUTIVE OFFICE

SNOHOMISH COUNTY COUNCIL



CO00025026

MAR 28 1991

(583 & 934)

Amended

ORDINANCE NO. 91-033

AMENDING SNOHOMISH COUNTY CODE

CHAPTER 3.04, PURCHASES AND CONTRACTS,

SUBSECTIONS 3.04.015 AND 3.04.060

WDT
JM
GW

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BE IT ORDAINED:

Section 1. That Snohomish County Code, Title 3, subsection 3.04.015(16), last amended by Ordinance No. 89-027, Sec. 3, May 17, 1989, is amended as follows:

3.04.015 Exemptions. The following shall be exempt from the requirements of this chapter:

- (1) Settlements of claims for taxes or damages of any sort, whether based upon tort, contract, or otherwise;
- (2) Contracts of employment, whether negotiated through duly authorized labor representatives or not, and payroll disbursements or any other payments incidental to such contracts;
- (3) Travel and living expenses of officers and employees;
- (4) Insurance and surety bond purchases;
- (5) The following proprietary purchases
 - (a) Utility billing (telephone, water, power, etc.),
 - (b) Postage, permit, fee, license involving a single source or governmental agency,
 - (c) Any care, training, or professional services for the physically and/or mentally ill by any county agency;
- (6) Interdepartmental transactions;
- (7) Performance of work by day labor by county employees as allowed by state law;
- (8) The furnishing of any property, materials, construction, work or labor by any person or entity in accord with any condition of any variance, rezoning, platting, replatting, conditional use permit, or any other permit issued by the county;
- (9) Foods. If the products being purchased by the county are of a perishable nature, such as meats, fish, fresh or frozen fruits and vegetables, bakery products, dairy and poultry items, the purchase may be made by the department involved by direct negotiation, subject to the approval of the purchasing manager and such regulations as may be required by the county executive. Nonperishable foods (dry stores) shall be placed on bid at least once annually to determine the existence of a competitive base. If such a base at reasonable prices does not exist, the food involved may be purchased by direct negotiation by the department involved, subject to the approval of the executive;
- (10) Purchases, sales, leases, licenses, or other contracts affecting real property;
- (11) Any sale, lease, licensing, or other disposal of any other personal property or services by the county;
- (12) Any acquisition of property by the county by the exercise of the power of eminent domain;
- (13) Any exchange wherein the county receives services or property in exchange for consideration other than money;

(14) All contracts funded by a federal and/or state grant-in aid program or project and which are controlled by applicable federal or state law, rule or regulation; and all contracts with subgrantees or subrecipients under grants in aid programs;

(15) Contracts for the purpose of debt collection with collection agencies holding a valid license as required by RCW 19.16 when said contracts have been reviewed and approved by the executive;

(16) Any purchase transactions valued at two hundred and fifty dollars or less exclusive of sales tax does not require use of a purchase order;

(17) Any contract for goods and services required for the prosecution of litigation including expert witnesses, expert witness costs, medical evaluations, other expert evaluations, transcripts, court reporter's fees, copying and other items relating to litigation, which contracts may be negotiated by the prosecuting attorney;

(18) Any other transaction the procedures with respect to which are controlled by any other code section.

Section 2. That Snohomish County Code, Title 3, subsection 3.04.060(7), last amended by Ordinance 89-027, Sec. 3, May 17, 1989, is amended as follows.

3.04.060 Powers and duties. In addition to the general powers and duties as set forth elsewhere in this chapter, the manager shall perform such duties as are provided by this chapter including:

(1) Prepare and submit an inventory as required by SCC 3.04.070;

(2) Prepare and make available to all departments and divisions of the county such forms as are necessary to carry out the purpose of this chapter;

(3) In accordance with procedures approved by the county executive, use a purchase order number system for transactions wherein the county contracts for the purchase of supplies, materials, equipment or other tangible personal property, public work, or services as provided herein, and maintain records with respect to such transactions;

(4) Review and revise conditions and clauses of bid solicitation, as deemed appropriate to clarify the award process and eliminate ambiguities;

(5) Prepare and make bid calls, postings, newspaper advertising, solicitations, provide information, receive a telephone or written bids and quotations, and otherwise participate in the awarding of contracts for purchases as provided in this chapter;

(6) Recommend rules and regulations governing the relationship and procedures between the purchasing division, other divisions and departments of government and suppliers, all as approved by the director;

(7) Publish written purchasing procedures and guidelines for use by all (~~divisions and departments of the county~~) county departments and divisions which implement overall county purchasing and material control policies(+), and review such procedures annually and update as deemed appropriate by the purchasing manager; and

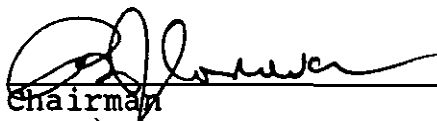
(8) Establish bid opening, advertising, and recommend bid award dates.

ORDINANCE AMENDING SCC 3.04.015(16) AND 3.04.060(7)

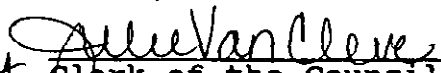
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DATED this 27th day of March, 1991.


SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington


Chairman

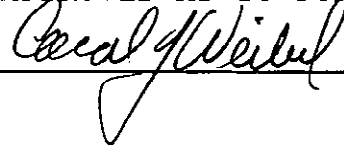
ATTEST:


Asst. Clerk of the Council

() APPROVED DATED _____
() EMERGENCY
() VETOED


County Executive

APPROVED AS TO FORM:

 1-30-91, DPA

ATTEST: _____