

RESOLUTION NO. 03-12357

A RESOLUTION ADOPTING SMALL WORKS PROCEDURES AND GUIDELINES FOR PROCUREMENT OF CONTRACT SERVICES FOR PUBLIC WORKS THROUGH THE SMALL WORKS ROSTER PURSUANT TO RCW 39.04.

FACTUAL BACKGROUND AND REASONS FOR ACTION

The Commission of Public Utility District No. 1 of Chelan County (District), has periodically adopted and updated Procedures and Guidelines for Procurement: Small Works Roster ("Procedures and Guidelines") in conformance with the requirements of RCW Chapter 39.04. The procedures were last updated in December 2001 by Resolution No. 01-11946. The existing Procedures and Guidelines set forth procedures and requirements for establishment and use of a small works roster for District public works projects valued at \$200,000.00, or less and also provides for limited public works with an estimated cost of \$35,000.00 or less.

District staff has determined that it is in the District's best interest to amend the District's Small Works Procedures and Guidelines. Further, it is necessary to periodically change forms and procedures for small works projects.

District staff further recommends that the General Manager or his designee continue to award small works contracts in compliance with the District's Procedures and Guidelines. District staff also recommends that the General Manager or his designee accept the work and pay retainage as required by statute.

The General Manager has reviewed District staff's recommendations and the proposed Procedures and Guidelines as amended and concurs in the same.

ACTION

IT IS RESOLVED BY THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, WASHINGTON, as follows:

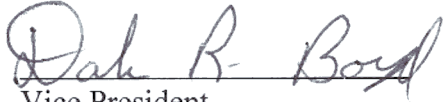
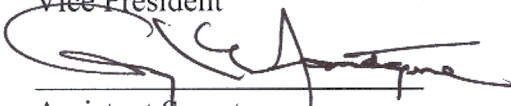
Section 1. The Procedures and Guidelines for Procurement: Small Works Roster (as revised in April 2003) are hereby adopted. A copy of the Procedures and Guidelines shall be on file with the District and available for public inspection.

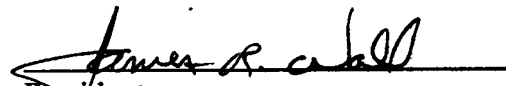
Section 2. The General Manager is authorized to award small work projects in accordance with the District's Procedures and Guidelines, to execute contracts for small work projects with appropriate terms and conditions, to accept the work and to pay retainage as set forth in the applicable statutes.

Section 3. The General Manager or his designee is authorized to amend the forms and procedures used for small work projects as deemed necessary.

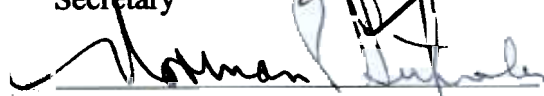
Dated this 28th day of April 2003.

ATTEST:


Vice President

Assistant Secretary


President


Secretary


Commissioner

SEAL

CAW