

ORDINANCE NO. 1978

AN ORDINANCE establishing a small works roster pursuant to RCW 35.23.352(3) and RCW 39.04.155.

THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

Section I

There is hereby established for the City of Camas a small works roster comprised of all contractors who request to be on the roster and who are, where required by law, properly licensed or registered to perform contracting work in the State of Washington.

Section II

The small works roster shall be established as follows:

1. At least twice every year, the City of Camas shall publish in a newspaper of general circulation a notice of the existence of the small works roster and soliciting the names of contractors for such roster. The City shall add to the small works roster those qualified contractors who respond to the published notice and request to be included on the roster.

2. In order to be included on the roster, the contractor shall supply information on a contractor qualification form to be developed by the Public Works Director. The contractor qualification form shall include as a minimum the name and address of the contractor, the contractor's Washington registration number, the contractor's insurance company, the contractor's bonding company, and the contractor's area or areas of work.

Section III

The small works roster shall be utilized as follows:

1. Whenever the City of Camas seeks to construct any public work or improvement, the estimated cost of which, including costs of material, supplies and equipment is \$100,000.00 or less, the small works roster may be utilized.

2. When the small works roster is utilized, the City of Camas shall invite proposals from at least five (5) qualified contractors on the small works roster.

3. The invitation to submit proposals shall include an estimate of the scope and nature of the work to be performed and the materials and equipment to be furnished.

4. When awarding a contractor for work under the small works roster, the City of Camas shall award the contract to the contractor submitting the lowest responsible bid, provided, however, that the City of Camas reserves its right under applicable law to reject any or all bids and to waive procedural irregularities.

5. Once a contractor has been afforded an opportunity to submit a proposal, that contractor shall not be offered another opportunity until all over appropriate contractors on the small works roster have been afforded an opportunity to submit a proposal.

6. Immediately after an award is made, the bid quotations obtained shall be recorded, open to publish inspection, and available by telephone inquiry.

7. A contract awarded from a small works roster under this ordinance need not be advertised.

Section IV

This ordinance shall take force and be in effect five (5) days from and after its publication according to law.

PASSED by the Council and APPROVED by the Mayor this 14 day of Feb, 1994.

SIGNED: [Signature]  
Mayor  
ATTEST: [Signature]  
Clerk

APPROVED as to form:  
[Signature]  
City Attorney

# Affidavit of Publication

STATE OF WASHINGTON )  
COUNTY OF CLARK )

I, Michael Gallagher, being first duly sworn, depose and say that I am the owner, editor, publisher of The Post-Record, a weekly newspaper. That said newspaper is a legal newspaper and has been approved as a legal newspaper by order of the superior court in the county in which it is published and it is now and has been for more than six months prior to the date of the publication hereinafter to, published in the English language continuously as a weekly newspaper in Camas, Clark County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication

of said newspaper, that the ORDINANCE NO. 1978

a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for One successive and consecutive weeks in the following issues;

Issue date Feb. 22, 1994

Issue date \_\_\_\_\_

The fee charged for the above publication was:

\$ 55.97

Mike Gallagher  
Publisher

Subscribed and sworn to before me this 23rd

day of February, 1994

Beverly J. Webster  
Notary Public in and for the  
State of Washington,  
Residing at Camas, Washington

**ORDINANCE NO. 1978**  
AN ORDINANCE establishing a small works roster pursuant to RCW 35.23.352(3) and RCW 39.04.155.  
**THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:**  
Section I  
There is hereby established for the City of Camas a small works roster comprised of all contractors who request to be on the roster and who are, where required by law, properly licensed or registered to perform contracting work in the State of Washington.

Section II  
The small works roster shall be established as follows:  
1. At least twice every year, the City of Camas shall publish in a newspaper of general circulation a notice of the existence of the small works roster and soliciting the names of contractors for such roster. The City shall add to the small works roster those qualified contractors who respond to the published notice and request to be included on the roster.  
2. In order to be included on the roster, the contractor shall supply information on a contractor qualification form to be developed by the Public Works Director. The contractor qualification form shall include as a minimum the name and address of the contractor, the contractor's Washington registration number, the contractor's insurance company, the contractor's bonding company, and the contractor's area of areas of work.

Section III  
The small works roster shall be utilized as follows:  
1. Whenever the City of Camas seeks to construct any public work or improvement, the estimated cost of which, including costs of material, supplies and equipment is \$100,000.00 or less, the small works roster may be utilized.  
2. When the small works roster is utilized, the City of Camas shall invite proposals from at least five (5) qualified contractors on the small works roster.  
3. The invitation to submit proposals shall include an estimate of the scope and nature of the work to be performed and the materials and equipment to be furnished.  
4. When awarding a contractor for work under the small works roster, the City of Camas shall award the contractor to the contractor submitting the lowest responsible bid, provided, however, that the City of Camas reserves its right under applicable law

to reject any or all bids and to waive procedural irregularities.  
5. Once a contractor has been afforded an opportunity to submit a proposal, that contractor shall not be offered another opportunity until all over appropriate contractors on the small works roster have been afforded to submit a proposal.  
6. Immediately after an award is made, the bid quotations obtained shall be recorded, open to publish inspection, and available by telephone inquiry.  
7. A contract awarded from a small works roster under this ordinance need not be advertised.

Section IV  
This ordinance shall take force and be in effect five (5) days from and after its publication according to law.  
PASSED by the Council and APPROVED by the Mayor this 14th day of February, 1994.  
SIGNED: Dean Dossett, Mayor  
ATTEST: /s/Dale E. Scarbrough  
Clerk  
APPROVED as to form:  
/s/Roger D. Knapp  
City Attorney  
No. 3410—Feb. 22, 1994

CITY OF CAMAS  
MAR 14 1994  
PAID