

PROPOSED AMENDMENT NO. 3

ORDINANCE NO. 23-074

RELATING TO PURCHASING AND CONTRACTING; AMENDING CHAPTER 3.04  
SNOHOMISH COUNTY CODE

Brief Title: Adjustment to code changes, adding public availability, and including an effective date

Sponsored by: Councilmember Low

**Existing Ordinance Title, Recitals, Findings, Conclusions or Sections to Delete or Modify:**

1. Amend Section 11, Page 7, line 20-27, subsection 1 to read:

(1) Pursuant to RCW 39.04.155, the division shall develop and administer a small works roster process for awarding contracts for construction, building, renovation, remodeling, alteration, repair, or improvement of real property with an estimated cost of ~~(((\$300,000))~~\$350,000 or less. The small works roster process shall include a limited public works process for projects estimated to cost less than ~~(((\$35,000))~~\$50,000. The County Council may exercise its discretion to use the competitive thresholds set forth in this section or, if higher, those set forth in RCW 39.04.155.

2. Amend Section 12, page 8, line 14-22, subsection (3) to read:

(3) Contracts subject to bidding requirements for ~~(((\$250,000))~~\$500,000 or less, for ~~((programs and projects))~~public work, supplies, materials, and equipment for which sufficient appropriation authority exists and which implement programs, projects, or functions the county council has specifically authorized by motion or ordinance, may be awarded and approved by the county executive. The executive may delegate by executive order such award, approval, or signature authority as the executive deems appropriate. Contracts subject to bidding requirements for more than \$500,000 for public work, supplies, materials, and equipment, shall be awarded and approved by county council.

3. Amend Section 12, page 8, line 24-33, subsection (4) to read:

(4) Amendments, change orders, and orders for extra supplies, materials, equipment, or public work ~~((for))~~for ~~(((\$200,000))~~\$350,000 ~~((or less))~~ or less that in aggregate increase a contract by no more than 20% of the original contract amount, on contracts subject to bidding requirements for which sufficient

appropriation authority exists and where the extra supplies, materials, equipment, or public work was addressed or could be reasonably assumed to be addressed in the original bid documents, may be awarded and approved by the county executive, except as provided in subsection (6) of this section. The executive may delegate by executive order such award, approval or signature authority as the executive deems appropriate.

4. Amend Section 13, page 10, line 9-10, to read:

The County Council may exercise its discretion to use the competitive thresholds set forth in this section or, if higher, those set forth in RCW 36.32.245.

5. Add Section 22:

**Section 22.** A new section is 3.04.265 added to chapter 3.04 of the Snohomish County Code to read:

Excluding contracts associated with goods, equipment, supplies, materials, personal property, off-the-shelf software and contracts in support of litigation, the County Executive shall summarize and make available to the public on the County's website information of all executed contracts including public works contracts executed by the County after October 1, 2023.

6. Add Section 23:

**Section 23.** Snohomish County Code Section 3.04.270, last amended by Ordinance No. 80-110 on January 20, 1981, is amended to read:

**3.04.270 Effective Date**

~~((This chapter shall be effective February 15, 1981.))~~ This chapter shall be effective October 1, 2023.

**Council Disposition:** Council unanimously approved, 5-0 Date: 9/13/2023

**\*\*Councilmember Low moved, Councilmember Dunn seconded**