

SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington

NOTICE OF ENACTMENT

NOTICE IS HEREBY GIVEN, that on September 13, 2023, the Snohomish County Council approved Amended Ordinance No. 23-074.

AMENDED ORDINANCE NO. 23-074

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

**Summary:** The ordinance adopts amendments to Snohomish County's Purchasing Code Chapter 3.04 to be more in line with recent state code changes and industry best practices that would allow the County to operate faster, more efficiently, and to remove outdated language. A summary is as follows:

Section 1. SCC 3.04.005 is amended relating to definitions for "Bidding" and "County official".

Section 2. SCC 3.04.015 is amended relating to exemptions for subawards, interlocal and intergovernmental agreements for services, contracts funded by federal, state, or private grants.

Section 3. SCC 3.04.030 is amended to clarify the role of the Purchasing Manager.

Section 4. SCC 3.04.060 is amended to include that the Purchasing Manager shall prepare reports as required by the Executive.

Section 5. SCC 3.04.075 is repealed.

Section 6. SCC 3.04.090 is amended relating to standardization by deleting language in parts of subsection (1) and entirely delete subsections (2), (3), and (4).

Sections 7 and 8. SCC 3.04.100 and 3.04.110 are repealed.

Section 9. SCC 3.04.120 is amended to delete reference bid requirements and clarifies the process for formal sealed bidding.

Section 10. SCC 3.04.130 is repealed.

Section 11. SCC 3.04.135 is amended to increase the threshold costs for small works roster processes and allow the County Council to exercise its discretion to use competitive thresholds.

Section 12. SCC 3.04.140 is amended relating to contract award thresholds, execution process, and approval authority.

Section 13. SCC 3.04.160 is amended relating to purchases, leases, and contracts for personal property, supplies, materials, and equipment. This section allows the County Council to exercise its discretion to use competitive thresholds.

Section 14. SCC 3.04.175 is amended to provide that all public works contracts be advertised and competed through formal sealed bidding, except as otherwise provided by this chapter or state law.

Section 15. SCC 3.04.180 is amended to clarify proprietary purchases and the requirements for advertisement and solicitation.

Section 16. SCC 3.04.190 is repealed.

Section 17. SCC 3.04.195 is amended relating to awards of A/E contracts.

Section 18. SCC 3.04.200 is amended relating to contract approval by the Council or County Executive in the event of emergencies.

Section 19. A new section is added to read SCC 3.04.201 Services other than architectural and engineering and public work.

Section 20. A new section is added to read SCC 3.04.202 Services for which competition is waived.


Section 21. A new section is added to read SCC 3.04.203 Services for which competition is waivable.

Section 22. A new section, SCC 3.04.265, is added requiring the Executive to 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.

Section 23. SCC 3.04.270 is amended to provide an effective date of October 1, 2023.

**For More Information:** Copies of the ordinance and related documents are available upon request by calling the Council Office at (425) 388-3494, 1(800) 562-4367 x3494, TDD 1(800) 877-8339, or by e-mailing [Contact.Council@snoco.org](mailto:Contact.Council@snoco.org). The ordinance is also available on the Council's website at <https://snohomish.legistar.com/Default.aspx> (File #2023-0805).

Dated this 18<sup>h</sup> day of September, 2023.

  
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Deputy Clerk of the Council

Publish: September 20, 2023

SUBMIT AFFIDAVIT TO: County Council  
SUBMIT INVOICE TO: Finance - 104473

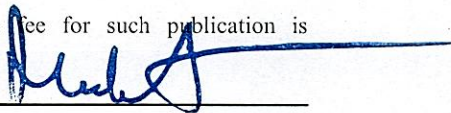
# Everett Daily Herald

## Affidavit of Publication

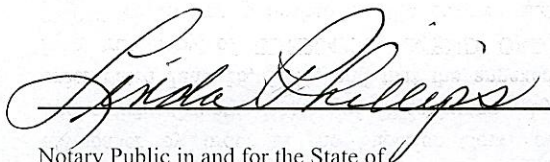
State of Washington }  
County of Snohomish } ss

Michael Gates being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in Snohomish County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH984391 AMEND ORD. 23-074 as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 09/20/2023 and ending on 09/20/2023 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$117.80.



Subscribed and sworn before me on this 20<sup>th</sup> day of September 2023.



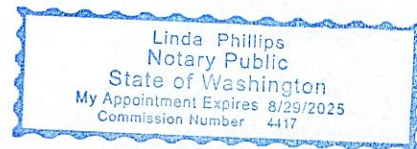
Notary Public in and for the State of Washington.

Snohomish County Budget & Finance | 14104473  
ELENA LAO

**SNOHOMISH COUNTY COUNCIL**

SCANNED AND RECEIVED

DATE: 09/25/23 Time 11:30 a.m.





SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington  
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CHAPTER 3.04 SNOHOMISH COUNTY CODE

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<https://snohomish.legistar.com/Default.aspx> (File #2023-0805).



Dated this 18h day of September, 2023  
/s/ Elena Lao, CMC  
Deputy Clerk of the Council  
104473  
Published: September 20, 2023.

EDH984391