

State Purchasing Checklist

PB-19-25

Use this checklist to determine if an awarded contract meets the requirements to 'piggyback'.

Solicitation Title Dump Bodies, Snow Plows - Various Bid No. SC# 01117

Agency Name WA State DES PR #: Pre-approval Northend Truck quote

DOES THE SOLITICATION MEET THE REQUIREMENTS?	YES	NO	Copies
Do we have the authority to bid/contract for the item or service?	X		
Did the State process the solicitation with terms and conditions consistent with the RCW?	X		
Was the solicitation conducted and awarded using a process consistent to our codes and bid statutes? (Does this meet our solicitation requirement for quotes or sealed process? Check what our dollar threshold process requires.) Conducted in accordance with issuing agency's statutes.		X	
Do the solicitation and/or contract contain the language to piggyback?	X		
Advertising – was this solicitation advertised posted on a web site established and maintained by a public agency, purchasing cooperative or similar service provider, for purposes of posting public notice of solicitations or government agency website?	X	WEBS 11/14/2017	Copy of Ad or Date and Name of Publication
Is the bid/contract current and does its current life equal or exceed the time being requested? Copy of bid/contract with renewals as needed.		5/1/20	Copy of summary page
Was the contract awarded consistent to the RFP/ITB instructions? Review the bid tabs or evaluation summary and award recommendations.	X		
The items or services requested are listed in the contract. The requestor has agreed that the contract T&Cs meet his/her requirements.	X		Copy of item listed in bid
There are no statutory restrictions or code conflicts. (multiple awards, preferences)	X		
An internet search of the awarded vendor was conducted and there were no human rights violations found.	X		
Has the awarded vendor agreed to allow piggybacks? May be included in the contract, may be referenced back to the solicitation document.	X		
Check the State and Federal debarment list. The vendor is not listed	X		
Local Company: Northend Truck is located in Marysville and owned by OSW, located in Snohomish.	X		

I have reviewed the items on the above checklist for this solicitation and it:

☒ meets the County's requirements ☐ does not meet the County's requirements

(Backup documentation has been scanned/saved into folder for this contract)

Buyer Name Lee Ryan Date 10-16-19

Purchasing Manager STOIS Date 10/16/19