

# Service Contract Competition Waiver Form

(SCC 3.04.190)

Requestor

Department/Office

Date:

Proposed Supplier

Proposed Contract Term:

Proposed Annual Amount:

Service Description

Proposed Total Amount:

Bid/RFP #, if applicable

The services described below are waived from competition requirements per Purchasing Policy POL-1733-01.

- Executive approval is required for contracts up to and including \$25,000.
- Council approval is required for contracts that exceed \$25,000.
- A purchase order is required for all service contracts.

*Indicate the waiver requested below by checking the box to the left.*

|   |  |
|---|--|
| a | Animal hospital, veterinarian, or animal care service contracts for the following programs: Sheriff's Office K-9 program, Animal Services, Court therapy animals, and the Fairgrounds.   |
| b | Barber and other hygiene services for inmates in a county detention/jail facility.   |
| c | Freight and shipping costs, delivery services, legal messengers and couriers, international custom fees, and industry specific surcharges or other temporary fees.   |
| d | Legal services provided by an attorney subject to the consent of the Prosecuting Attorney; specialized legal training or investigative services contracts; and indigency appointments made through the Office of Public Defense.   |
| e | Maintenance fees and other ongoing support services for equipment, hardware, software, and other assets that were competed and awarded when purchased.   |
| f | Medical and related services requiring a licensed physician, dentist, optometrist, or other health care provider as defined by RCW 70.02.010(19).  |
| g | Postage, permits, fees, and licenses from a governmental agency  |
| h | Services funded by federal, state, or private grants or programs that require the specific use of a named supplier, subrecipient, or contractor as a condition of the grant or grant award.  |
| i | Existing software service contracts that have been previously competed by the County may be extended for the duration of the use of the services as described in the scope of the original competition if required duration is longer than originally defined in the competition |
| j | Subscriptions, dues, memberships, professional accreditation, and certificates from industry specific professional and trade organizations.  |
| k | Training services required by federal, state, or local law that require the trainers or training firms to be certified or approved by the federal, state, or local law.  |

**Only specific services described above may be waived from competition using this form.**

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|--|---------------------------|
| <p><b>Department, division, office, or agency head</b><br/> <i>I certify that the services requested exactly meets one or more of the waivers described above.</i></p> | <p>Digital Signature:</p> |
|--|---------------------------|