

RESOLUTION 2008-17

A RESOLUTION of the Board of Commissioners of Midway Sewer District amending the existing policy for the purchasing of materials, supplies and equipment.

WHEREAS, the Board of Commissioners desire to amend the existing policy as established in Resolution 2001-06, for the purchasing of materials, supplies and equipment not costing over \$10,000, now therefore,

BE IT RESOLVED by the Board of Commissioners of Midway Sewer District as follows:

Section 1. The purchasing by the District of materials, supplies and equipment is subject to the following:

- a. Purchases costing up to and including \$1,000, and purchases up to and including \$10,000 from the State Office of Procurement, require approval by the Manager.
- b. Purchases costing over \$1,000 and up to and including \$10,000, other than from the State Office of Procurement, require obtaining three or more quotes and approval by the Manager.
- c. Emergencies create an exception to the three sub-sections above, but the Manager must be informed of the emergency as soon as possible and, if informed before the purchase, he must approve the purchase.
- d. Any purchase involving a sole source provider or special facilities or market conditions must be approved by the Manager and the Board of Commissioners.
- e. The provisions of RCW 39.04.280 must be complied with concerning purchases under sub-sections d and e above.

- f. The re-ordering of routine materials, supplies and equipment, as defined and limited by the Manager, may be done without any approval.

Section 2. Section 1 above shall amend chapter 3.36, in Title 3 of the Midway Sewer District Code.

ADOPTED by the Board of Commissioners of Midway Sewer District at a regular meeting thereof held this 10th day of December, 2008.

MIDWAY SEWER DISTRICT

JACK W. HENDRICKSON

GEORGE LANDON

VINCENT H. KOESTER
COMMISSIONERS