

RESOLUTION 1124

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, ON THE SUBJECT OF VENDOR ROSTERS FOR PROCUREMENT OF GOODS AND SERVICES.

WHEREAS, RCW 39.04.190 and other laws regarding contracting for procurement of materials, equipment, supplies and services by municipalities, allow contracts to be awarded by a vendor roster process; and

WHEREAS, in order to utilize the vendor roster processes, the City of Lacey is required by law to adopt a resolution implementing the provisions of RCW 39.04.190; and

WHEREAS, RCW 39.04.190 requires that an agency publish at least twice per year a notice of the existence of vendor lists and solicit the names of vendors for the lists and that one of the ways to accomplish that notification is to announce generally to the public its projected requirements for any category and request vendor materials, equipment, supplies and services lists to be kept on file with the agency; and

WHEREAS, Resolution 624, passed by the City Council in 1988, set certain procedures for the acquisition of goods and services between \$7,500 and \$15,000 in value which procedures are rendered outdated with the passage of Ordinance No. 1630 and this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON as follows:

Section 1. **MRSC Rosters**

The City of Lacey wishes to contract with the Municipal Research and Services Center of Washington (MRSC) to adopt for the City's use those statewide electronic databases for the vendor rosters developed and maintained by MRSC and authorizes the City of Lacey staff to sign that contract. In addition, paper and/or electronic rosters may be kept on file by appropriate city departments.

Section 2. **Vendor Roster**


The City of Lacey hereby establishes a vendor roster process as set forth in RCW 39.04.190. The City Manager or designee shall secure telephone or written quotations from at least three different vendors whenever possible to assure that a competitive price is established and for awarding contracts for the purchase of any materials, equipment, supplies, or services to the lowest responsible bidder. The City Manager or designee shall have authority to approve all budgeted procurements under this section.

Section 3. Resolution 624 is hereby repealed.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON,

this 1st day of December, 2022.

CITY COUNCIL

By 
Mayor

Attest:


City Clerk

Approved as to form:

 , Assistant City Attorney, by direction
City Attorney