

CITY OF GRANITE FALLS

ORDINANCE NO. 630

AN ORDINANCE OF THE CITY OF GRANITE FALLS ESTABLISHING A SMALL
WORKS ROSTER PURSUANT TO RCW 35.23.352.

THE CITY COUNCIL OF THE CITY OF GRANITE FALLS, WASHINGTON, DO
ORDAIN, as follows:

Section 1: There is established for the City of Granite Falls a small works roster comprised of all contractors who request to be on the roster and who are, where required by law, properly licensed or registered to perform contracting work in the State of Washington.

Section 2: The small works roster shall be established as follows:

1. At least once every year, the City of Granite Falls shall advertise in a newspaper of general circulation the existence of a small works roster for the City of Granite Falls. The City shall add to the roster those contractors who respond to the advertisement and request to be included on the roster.
2. In order to be included on the roster, the contractor shall supply information as follows in response to a standard form questionnaire to be developed at the direction of the City Council:
 - (a) The contractor's State license or registration, where required by law;
 - (b) The contractor's financial standing and responsibilities;
 - (c) The contractor's experience, organization, and technical qualifications necessary to perform proposed contracts;
 - (d) The contractor's ability to comply with the required performance schedules taking into consideration its existing business commitments;
 - (e) The contractor's satisfactory record of performance, integrity, judgement, and skills;
 - (f) The contractor's ready availability to perform work in and for the City of Granite Falls;
 - (g) Such other information as may be secured concerning the contractor's ability to satisfactorily perform a contract with the City of Granite Falls.
3. The questionnaire required in Section 2(2) shall be sworn before a Notary Public, and shall be submitted once a year and at such other times as the Granite Falls City Council shall require.

Section 3: The small works roster shall be utilized as follows:

- (1) Whenever the City of Granite Falls seeks to construct any public work or improvement, the estimated cost of which, including costs of material, supplies and equipment is \$200,000 or less, the small works roster may be utilized.
- (2) When the small works roster is utilized, the City of Granite Falls shall invite proposals from all appropriate contractors on the small works roster including, whenever possible, at least one proposal from a minority contractor who otherwise qualifies.
- (3) The invitation to the contractor on the small works roster shall include an estimate of the scope and nature of the work to be performed and materials and equipment to be furnished.
- (4) When awarding a contract for work under the small works roster, the City of Granite Falls shall award the contract to the contractor submitting the lowest responsible bid, provided, however, that the City of Granite Falls reserves its right under applicable law to reject any or all bids and to waive procedural irregularities.

Section 4: If any section, part of section, clause or sentence of this Ordinance shall be held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance.

Section 5: This Ordinance shall take affect from and after its passage and publication as required by law.

Approved this 27 day of September, 2000

Gella P. Morris
Mayor, City of Granite Falls

Attest:

Genny James
City Clerk

Approved as to form:
Cheryl D. Boyer
City Attorney

FIRST READING:	September 13, 2000
SECOND READING:	September 27, 2000
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