

LAKEHAVEN UTILITY DISTRICT  
King County, Washington

Resolution No. 96-812

A **RESOLUTION** of the Board of Commissioners of the Lakehaven Utility District, King County, Washington, establishing a procedure for the procurement of professional services and amending Lakehaven Utility District Resolution Nos. 95-774 and 95-789.

**WHEREAS**, in order to meet the requirements of providing efficient and effective water and sewer service to its customers, the District must periodically retain engineering and certain other professional consulting services, and

**WHEREAS**, the Board previously delegated to the General Manager the responsibility to develop, for Board approval, a policy relating to the procurement of engineering services, and

**WHEREAS**, the Board, having adopted the policy developed by the General Manager, wishes to expand the scope of such policy and extend it to the selection of other professional consultants, and

**WHEREAS**, having considered the alternatives and believing the procedures established herein to be appropriate and beneficial,

**NOW THEREFORE, BE IT RESOLVED** as follows:

1. The Board hereby adopts the following as its procedure for the procurement of certain professional consulting services, as identified below, with an estimated cost of \$10,000 or more:

- a) At the time the need for professional services is identified, the General Manager will provide the Board information detailing the work required, the form of the request for Statement of Qualifications or Request for Proposals to be published and the selection criteria.
- b) The Board will review the information provided and may direct the General Manager to modify the same, if deemed necessary, or give its approval thereof and direct that the request for Statement of Qualifications/Request for Proposals be published.
- c) The General Manager will review the responses, rank and select, if available, the top five (5) professional consultants and present that list to the Board.
- d) The Board shall review the Statement of Qualification/Request for Proposal from the professional consultants selected by the General Manager and will either approve, modify, reduce or expand the list.
- e) The Board may further interview any professional consultant as deemed necessary, discuss and consider the nature and scope of the work and select a firm to perform the work it identifies.
- f) The General Manager may be directed to execute a contract with the professional consultant at the price determined by the Board for the work or negotiate, subject to Board approval, a fair and reasonable price for the work.

g) Nothing herein shall be construed to obligate the District to enter into any contract and the Board shall retain the right to discontinue negotiations and terminate the procurement process at any stage.

2. For purposes herein, "professional consultant services" shall include, but not be limited to, the following:

Accounting, Bond Brokers, Computer Programming, Computer Consulting, Insurance Brokers, Economist, Financial Analysts, Planners, Real Estate Appraisers, Codification of Municipal Ordinances, Hydrogeologist, Engineers, Architects, and Land Surveyors.

The procurement of legal services is hereby expressly excluded from coverage under the terms of this resolution .

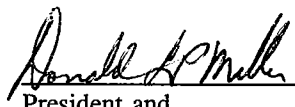
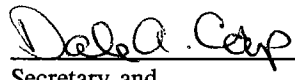
3. Resolution Nos. 95-774 and 95-789 are hereby modified to conform with the provisions herein.

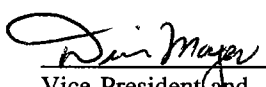
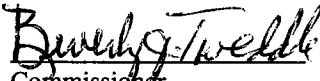
4. The requirements for procurement of professional consulting services may be modified by the Board as deemed appropriate.

5. This Resolution shall be effective on the date of adoption below.

**ADOPTED** by the Board of Commissioners of Lakehaven Utility District, King County, Washington, at an open public meeting this 3 day of Oct, 1996.

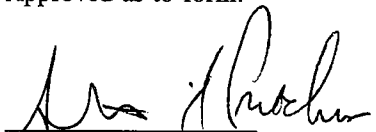
ATTEST:

 _____ President and Commissioner	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	 _____ Secretary and Commissioner	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ Vice President and Commissioner	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	 _____ Commissioner	<input type="checkbox"/> Yea	<input checked="" type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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Approved as to form:

 _____ Commissioner	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ General Counsel
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