SJC Agreement No.
12CC.001

INTERLOCAL COOPERATION AGREEMENT
TO SHARE SAN JUAN COUNTY
SMALL WORKS and VENDOR ROSTERS

This Agreement is between San Juan County ("County"), and SAN JUAN ISLAND PARK AND RECREATION DISTRICT (ISLAND REC), duly organized and existing under and by virtue of the laws of the state of Washington.

WHEREAS, RCW 39.34 provides for interlocal cooperation agreements between governmental agencies; and

WHEREAS, RCW 36.69 that governs Park and Recreation Districts does not provide rules for purchasing of materials, supplies or services; and

WHEREAS, San Juan County has prepared a small works roster pursuant to RCW 39.04.155; and

WHEREAS, San Juan County has prepared a vendor list pursuant to RCW 39.04.190; and

WHEREAS, Island Rec Resolution No 12.02 authorizes the use of San Juan County’s Small Works and Vendor Rosters

NOW, THEREFORE, the parties agree as follows:
1. **Purpose.** The purpose of this Agreement is to provide for the ability of ISLAND REC to use the small works roster and vendor list.

2. **Administration.** San Juan County is the lead entity under the provisions of RCW 39.04.155. The County shall be responsible for the administration of this Agreement.

3. **Scope.** This Agreement shall allow the following activities:
   A. ISLAND REC shall have access to and use of the small works roster prepared by the County under RCW 39.04.155.
   B. ISLAND REC shall have access to and use of the vendor list prepared by the County under RCW 39.04.190.

4. **Duration of Agreement – Termination.** This Agreement shall remain in force for a period of seven (7) years from the date of execution or until cancelled by either party in writing.

5. **Right of Contract Independent Action Preserved.** Each party reserves the right to contract independently for the acquisition of goods or services without notice to the other party and this Agreement shall not bind or otherwise obligate the other party to participate in the activity.

6. **Compliance With Legal Requirements.** Each party accepts responsibility for compliance with federal, state or local laws and regulations including, in particular, bidding requirements applicable to its acquisition of goods and services or public works.

7. **Financing.** Neither party accepts responsibility for the payment of the acquisition price of any goods, services or public works intended for use by the other party.

8. **Filing.** Executed copies of this Agreement shall be filed as required by Section 39.34.040 of the Revised Code of Washington prior to this Agreement becoming effective.

9. **Interlocal Cooperation Disclosure.** Each party may insert in its solicitations for goods a provision disclosing that other authorized governmental agencies may also wish to procure the goods being offered to the party and allowing the bidder the option of extending its bid to both agencies at the same bid price, terms and conditions.

10. **Non-Delegation/Non-Assignment.** Neither party may delegate the performance of any contractual obligation, to a third party, unless mutually agreed in writing. Neither party may assign this Agreement without the written consent of the other party.

11. **Hold Harmless.** Each party shall be liable and responsible for the consequences of any negligent or wrongful act or failure to act on the part of itself and its employees. Neither party assumes responsibility to the other party to this Agreement.

12. **Severability.** Any provision of this Agreement, which is prohibited or unenforceable, shall be ineffective to the extent of such prohibition or unenforceability, without invalidating the remaining provisions or affecting the validity or enforcement of such provisions.
Approved this 20th day of March 2012.

COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON

Patty Miller, Chair
District 5, Orcas East

Jamie Stephens, Vice Chair
District 6, Lopez/Shaw

Lovel Pratt, Member
District 1, San Juan South

Richard Peterson, Member
District 2, San Juan North

Howard Rosenfeld, Member
District 3, Friday Harbor

Richard Fralick, Member
District 4, Orcas West/Waldron

ATTEST: Clerk of the Council
Ingrid Gabriel, Clerk
Date: 3.20.2012

REVIEWED BY COUNTY ADMINISTRATOR
Pete Rose
Date: 3.20.2012

RANDALL K. GAYLORD
APPROVED AS TO FORM ONLY

By: 2/28/12

SAN JUAN COUNTY PUBLIC WORKS
Frank Mulcahy
Director

Date 3/8/12
Approved this 10th day of March 2012.

SAN JUAN ISLAND PARK AND RECREATION DISTRICT
Bill Cumming

[Signature]

3-1-12

Date

SAN JUAN ISLAND PARK AND RECREATION DISTRICT
Tracy Roberson

[Signature]

3-1-12

Date

SAN JUAN ISLAND PARK AND RECREATION DISTRICT
Jacquelyn Reiff

[Signature]

3-1-12

Date

SAN JUAN ISLAND PARK AND RECREATION DISTRICT
Jeremy Talbott

[Signature]

3-1-12

Date

SAN JUAN ISLAND PARK AND RECREATION DISTRICT
Scott Zehner

ABSENT

Date
Resolution No. 12-02  
(Supersedes Resolution 08-02)

A Resolution creating a bid policy for purchasing, public works and professional services for San Juan Island Park & Recreation District

Whereas, it is recommended by the State Auditor to adopt bid policy for purchasing and for public works;

Whereas, RCW 36.69, Parks & Recreation Districts, does not provide rules for purchasing or a bid policy for Park & Recreation Districts; and

Whereas, it is in the best interest of the San Juan Island Park & Recreation District representing the residents of San Juan Island to use the limited funds available in the most effective and conservative manner possible.

Therefore, Be It Resolved by the San Juan Island Park & Recreation District

   To authorize the purchases of materials, supplies or equipment less than $7,500 based on cost, availability, type of item, and vendor business standards; and

   To authorize purchases of materials, supplies or equipment over $7,500 and less than $15,000 when using San Juan County’s Established Vendor List or through King County’s Directors Association(KCDA) purchasing cooperative; and

   To require solicitation of bids for purchases of materials, supplies or equipment above $7,500 when purchasing outside KCDA or San Juan County’s Established Vendor List; and

   To allow solicitation of phone bids for purchases of materials, supplies or equipment over $7,500 and less than $25,000 when purchasing outside KCDA or San Juan County’s Established Vendor List; and

   To not seek bids when the desired materials, supplies or equipment is clearly and legitimately limited to a single source of supply; and

   To require a process that is competitive and negotiable when contracting for professional services estimated to exceed $5,000 with a Request for Proposal or Request for Qualification process; and

   To authorize contracts for public works projects totaling less than $10,000 based on cost, type of project and company business standards; and
To enter into an inter local agreement with San Juan County to use the established small works rosters established by San Juan County for public work projects greater than $10,000; and

To solicit written bids for public works projects when the total cost of exceeds more than $40,000 for a single trade or craft project; and

To solicit written bids for public works projects when the total cost exceeds more than $65,000 for multiple trades or crafts project; and

To not seek bids for public works projects when it is determined that there are special facilities or market conditions.

Adopted by the San Juan Island Park & Recreation District

on this 2 day of February 2012.

Commissioner Bill Cumming
Commissioner Tracy Roberson
Commissioner Scott Zehner

Commissioner Jacquelyn Reiff
Commissioner Jeremy Talbott