

SURFSIDE HOMEOWNERS ASSOCIATION  
PACIFIC COUNTY, WASHINGTON

RESOLUTION NO. 2015-10-01

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SURFSIDE HOMEOWNERS ASSOCIATION, PACIFIC COUNTY, WASHINGTON, AWARDED SMALL WORKS PROJECT AND AUTHORIZING PURCHASE ORDER TO MT. BAKER SILO, INC. FOR WATER RESERVOIR UPGRADES**

**WHEREAS**, Surfside's 2015 Operations Budget includes a \$35,000.00 Capital Expense for reservoir repair and improvements; and

**WHEREAS**, Surfside's Operations Procedure# 106 "Purchasing, Contracting, and Surplus Property Dispensation Policy" (POLICY) Section 4.2 Small Works Process \$3001 - \$35,000, provides that the Business Manager or their designee seek competitive bids through a small works roster and that the Business Manager will present all bids and a recommendation for an award to the lowest responsive and responsible contractor to the Board of Trustees; and

**WHEREAS**, Section 4.2.1 of the POLICY states that the Board of Trustees shall award all Small Works Contracts at any regular or special meeting by resolution; and

**WHEREAS**, Section 5.1 of the POLICY states that "in the event the material, equipment, supplies of services are available from only one supplier the Business Manager will provide written documentation demonstrating the appropriateness of requesting a sole source procurement be approved by the Board of Trustees. The Board of Trustees may declare a vendors project or service a sole source at any regular or special meeting; and

**WHEREAS**, Mt Baker Silo, Inc. constructed Surfside Water Department reservoirs numbers one and two in 1984; and

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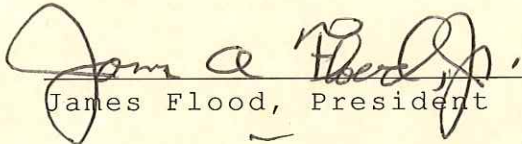
**WHEREAS,** The Water System Manager declares that the reservoir upgrades can only be accomplished safely and economically by Mt Baker Silo, Inc.; and

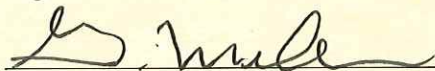
**WHEREAS** Mt. Baker Silo, Inc. submitted a written estimate in July, 2015 for \$7,923.30, a copy of which is are attached hereto and incorporated here as Exhibit "A"; now, therefore

**BE IT RESOLVED** by the Board of Trustees of the Surfside Homeowners Association to awards a Small Works Project to Mt Baker Silo, LLC in the amount of \$7,953.30 for reservoir upgrades; and

**BE IT FURTHER RESOLVED** by the Board of Trustees of the Surfside Homeowners Association to authorize the Surfside Business Manager to Issue a purchase order to Mt Baker Silo, Inc. for \$7,923.30.

**ADOPTED** by the Board of Trustees of the Surfside Homeowners Association, Pacific County, Washington, at its regular meeting held on the 17<sup>th</sup> day of October, 2015.

  
James Flood, President

  
George Miller, Secretary

Motion By: Kirby Smith

Second By: John Williams

Yea: 6

Nay: 0

Abstain: \_\_\_\_\_

EXHIBIT A

# Proposal

**MT. BAKER SILO INC.**

PO Box 979. Lynden, WA 98264

Phone: (360) 354-4940 Fax: (360) 354-5647

E-mail [norm@mtbakersilo.com](mailto:norm@mtbakersilo.com)

SUBMITTED TO:	Surfside Water Association	DATE:	July 16, 2015
ADDRESS:	31402 H St	PHONE:	360-665-4171
	Ocean Park, WA 98640		360-783-2393
JOB NAME AND LOCATION:	Surfside Water		

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES AS FOLLOWS:

## TANK WORK WILL INCLUDE:

### Reservoir Upgrades

Catwalk with Safety Railing on all 4 corners

Total Cost	\$7,350.00
Tax 7.8%	\$ 573.50
Total Price	<u>\$7,923.30</u>

**PAYMENT TERMS:** Monthly Progress Payments.

**CREDIT:** Mt. Baker Silo Inc. extends no credit by this agreement. Purchaser agrees to pay interest at EIGHTEEN percent (18%) per annum on any money due and not paid.

**ENFORCEMENT:** In the event it becomes necessary for Mt. Baker Silo Inc. to expend any sums of money to enforce any provisions of this contract, including the collection of any sums due hereafter, then the purchaser agrees to pay such cost, including reasonable attorney fees. In the event the services of an attorney are utilized by Mt. Baker Silo Inc., purchaser agrees to pay reasonable attorney's fees even if no legal action is brought.

**WARRANTY:** Mt. Baker Silo Warranties all structures against defects in materials and workmanship for a period of one (1) year. On water reservoirs, minor "weeping" is normal and is not considered a defect. This proposal is based on Mt. Baker Silo Inc.'s standard plans and specifications unless stated otherwise above.

**ACCEPTANCE:** The above prices, specifications, payment terms and contract conditions are understood and accepted. You are hereby authorized to do the work as specified.

Purchaser \_\_\_\_\_

Seller: Mt. Baker Silo Inc. - Contractor Licence # - MTBAKI\*203BH

By \_\_\_\_\_

By \_\_\_\_\_

Date \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within 60 Days