

# Procurement Code Updates

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City Council Workshop – 5/5/2025  
City of Camas

# Updated Procurement Areas

- E-Verify and Bidding
- Approval Thresholds
- Small Works / Limited Works / MRSC Roster Bidding updates

# E-Verify and Bidding

- Revise Camas Municipal Code (CMC) Chapter 2.98
- Intent is to simplify the bidding process to only require proof of enrollment in the federal E-Verify Program for the winning bidder.
- This should simplify the bidding process and make reviewing bids more efficient.

# Approval Thresholds

- Currently, the Mayor (or designee) can only execute contracts up to the amounts listed under ‘Current Threshold’.
- The proposed threshold will reduce the number of contracts needing Council approval.
- This will reduce project time needed, which should lead to cost savings.

<u>Contract Type</u>	<u>Current Threshold</u>	<u>Proposed Threshold</u>
Professional Service Contracts and Agreements	\$ 20,000.00	\$ 100,000.00
Maintenance/Service Contracts	\$ 20,000.00	\$ 100,000.00
Lease Agreements	\$ 20,000.00	\$ 100,000.00
<b>Public Works Projects*</b>		
- One Trade	\$ 50,000.00	\$ 75,500.00
- More than One Trade	\$ 100,000.00	\$ 150,000.00
* conforms with thresholds in RCW 35.23.352 for Small Works Roster.		

# Small Works / Limited Works / MRSC Roster

- Camas has adopted the MRSC Roster for Public Works projects.
  - By Resolution, these are all formally bid.
  - For projects under \$350,000 (all-inclusive), the City may utilize the appropriate small works roster bidding process.
- Staff is proposing that Resolution 21-011 be amended and replaced to add:
  - For small works projects under \$150,000 (not including sales tax) the ability to utilize direct negotiations as permitted by RCW 39.04.152
  - Remove reference to Limited Works Process
    - No longer applicable under RCW 39.04.155 (Repealed effective July 1, 2024).

# Next Steps

- For May 19<sup>th</sup> Agenda, staff will bring:
  - Ordinance to revise CMC 2.98, a Resolution to revise the approval thresholds, and a Resolution to update the Small Works process.
- Once approved, staff will update the procurement manual and facilitate training for both internal and external stakeholders.
- Fall 2025 – Launch Vendor Access and Bid Management programs that are integrated with the City's new ERP system.