



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-107
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Finance	Kelley Cochran	425-556-2748
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DEPARTMENT STAFF:

Finance	Haritha Narra	Deputy Finance Director
Finance	Adam O'Sullivan	Financial Services Manager

TITLE:

Amendment of Resolution 1604, Section 1.6) Bidding Thresholds and Authority, for Purchases of Public Works, and Section 2) Small Works Roster

- a. Resolution No. 1608: A Resolution of the City Council of the City of Redmond, Washington, Amending Resolution No. 1604, Section 1.6) Bidding Thresholds and Authority, for Purchases of Public Works, and Section 2) Small Works Roster, and Establishing an Effective Date

OVERVIEW STATEMENT:

Resolution No. 1604 should be updated to align with recent RCW changes. The proposed updates include the following revisions.

Section 1.6: Bidding Thresholds and Authority - For Purchases of Public Works

Under RCW 35.23.352, the statutory bid limits for purchases without competitive bidding have increased to \$75,500 (previously \$40,000) for a single craft or trade, and to \$150,000 (previously \$116,155) for multiple crafts or trades.

Section 2: Small Works Roster

Under RCW 39.04.152 (replacing repealed RCW 39.04.155), the small works roster process may be used for public works projects with an estimated cost up to \$350,000 (previously \$300,000), allowing the City to forego formal sealed bidding.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Purchasing Policy, Resolution No. 1503
- **Required:**
Resolutions require Council approval.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The proposed changes will bring the City in alignment with the latest RCWs pertaining to public works bidding requirements and small works bidding thresholds, as per RCW 35.23.352 and RCW 39.04.152.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ Yes ☐ No ☒ N/A

Budget Offer Number:
N/A

Budget Priority:
N/A

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/8/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the City would not be following the latest legislation set forth in RCW pertaining to public works bidding thresholds and small works roster process.

ATTACHMENTS:

Attachment A: Resolution

Attachment B: Redlined Version of Bidding and Signing Approval Levels