OKANOGAN COUNTY COMMISSIONERS’

RESOLUTION 53 - 2020

A resolution Authorizing Sole Source & Waiving competitive bidding and negotiation requirements thereof.

WHEREAS, RCW 36.32.270 and RCW 39.04.280 allow Counties to waive competitive bidding requirements for purchases which are limited to a single source of supply; and

WHEREAS, Okanogan County was directed by the legislature under ESSB 6091 and codified in RCW 90.84 to create an addendum to our WRIA 49 Watershed Plan to include offsets for consumptive use of permit exempt wells and achieve net ecological benefit; and

WHEREAS, Okanogan County contracted with Aspect consulting to perform the scientific analysis necessary to evaluate consumptive use of permit exempt wells and net ecological benefit using EDT modeling; and

WHEREAS, the specific scientific work that Aspect has done will need to be drafted into an addendum to be submitted to the Department of Ecology under our Stream Flow Restoration grant agreement; and

WHEREAS, it would not be a wise use of time and grant funds to then bring another consultant up to speed in order to incorporate the work of Aspect into the required addendum and plan; now

BE IT THEREFORE RESOLVED, By the Board of Okanogan County Commissioners that competitive bidding and negotiation will be waived for the following service:

Aspect will draft an addendum to the WRIA 49 Watershed Plan to summarize how we have met the statutory obligations including net ecological benefit that will be submitted to the Department of Ecology under our Stream Flow Restoration grant agreement. Grant funds in the amount of $37,000.

DATED at Okanogan, Washington this 4th day of May, 2020.

ATTEST:
Laleña Johns, CMC
Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON

Jim DeTro, Chairman
Chris Branch, Member
Andy Hover, Member
SOLE SOURCE JUSTIFICATION FORM

"Sole source" means only one vendor possesses the ability to meet the requirement of the solicitation. Sole source purchases are normally not allowed. The use of sole source purchases shall be limited to instances where necessary for operational compatibility, technical performance needs, or upon a clearly unique and cost effective feature requirement.

1. Describe the item or service.
Okanogan County was directed by the legislature to create an addendum to the WRIA 49 Watershed Plan with very specific considerations regarding offset of permit exempt wells for domestic use. Not only does the plan have to offset the consumptive use of permit exempt wells for domestic use for a period of 20 years we also have to demonstrate that our addendum meets net ecological benefit. Aspect has been hired to perform the technical analysis required to meet the statutory obligations. This includes analysis of net ecological benefit. Part of the project is drafting a report to summarize how we have met the statutory obligations including net ecological benefit. We received grant funding through the Stream Flow restoration grants to have the report written. The service we need provided is a written report to submit to the Department of Ecology once approved by the Planning unit which summarized the work which will be completed by Aspect.

2. The item is a sole source because:

- ☐ sole provider of a licensed or patented good or service
- ☐ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services.
- ☐ sole provider of factory-authorized warranty service
- ☒ sole provider of goods or services that will meet the specialized needs of the County or perform the intended function (detail below or in an attachment)
- ☐ the vendor/distributor is a holder of a used item that would represent Good value and is advantageous to the County (attach information on market price
survey, availability, etc.)

3. What necessary features does this vendor provide which are not available from other vendors? Be specific.
Aspect has performed all of the data and scientific background work that needs to be written up into a report form for submission to the Department of Ecology. They have provided all of the research and evaluation that must be included. In order to bring another consultant up to speed on everything that has been done as well as the complicated scientific work that Aspect has performed will be a waste of grant dollars which could be focused on the written plan. We have a small portion of the grant ear marked for this work.

4. What steps were taken to verify that these features are not available elsewhere?

☐ other brands/manufacturers were examined (list phone numbers and names, and explain why these were not suitable):

☐ other vendors were contacted (list phone numbers and names, and explain why these were not suitable):

☐ other (please explain):
The work is so specific based on the data and research that Aspect has already done it was an oversight not to include the drafting of the plan into their already existing contract.

Department: Okanogan County Office of Planning & Development

Department Contact: Pete Palmer  Phone: 422-7218

Requested Vendor: Aspect Consulting

Vendor's Address: 23 S. Mission Street Suite C, Wenatchee, WA 98801

Vendor Contact: Tyson Carlson  Phone: (509) 888-5766
Cost Estimate: $40,000

My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the County. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favor, or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

Note: This form does not declare a Sole Source. It only documents a department's request that a sole source be declared.

[Signature]

Signature of Department Head or Designee

4/24/2020

Date

THIS SECTION TO BE COMPLETED AND SIGNED BY PROSECUTING ATTORNEY'S OFFICE, CIVIL DIVISION

The situation as stated on this form (please check all that apply):

☐ does constitute a Sole Source Procurement.

☐ does not constitute a Sole Source Procurement.

☐ insufficient information for the Prosecutor's Office to form an opinion. (Please state in what way the information is insufficient.)

[Signature]

Prosecuting Attorney, Civil Division

Apr. 24, 2020

Date