



CITY OF KIRKLAND
Department of Finance & Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager
From: Barry Scott, Purchasing Agent
Date: December 13, 2013
Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF JANUARY 2, 2013

This report is provided to apprise the Council of recent and upcoming procurement activities where the cost is estimated or known to be in excess of \$50,000. The "Process" column on the table indicates the process being used to determine the award of the contract.

The City's major procurement activities initiated since the last report, dated November 20, 2012, are as follows:

	Project	Process	Estimate/Price	Status
1.	Totem Lake Transfer of Development Rights Study	Request for Proposals	\$84,500 (includes \$50,000 in EPA grant funds)	RFP issued on 12/7/2012 with proposals due on 1/9/2013.

Please contact me if you have any questions regarding this report.