



CITY OF KIRKLAND
Department of Finance & Administration
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MEMORANDUM

To: Kurt Triplett, City Manager
From: Barry Scott, Purchasing Agent
Date: February 16, 2011
Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF MARCH 1, 2011

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 January 21, 2011, are as follows:

	Project	Process	Estimate/Price	Status
1.	Annexation Area Census Services	RFP	\$200,000- \$225,000	RFP issued on 1/24 with proposals due on 2/22.

The City is pursuing a state law change that would exempt Kirkland from doing this annexation census. However the City is continuing the process to contract for the services given the tight timeframe and the uncertainty of the state legislative outcome. In addition the current draft of the law requires the City to count partial census blocks or large permitted developments, so some portion of the contract will be needed in any event.

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