RESOLUTION NO.

A RESOLUTION ESTABLISHING A POLICY REGARDING

APPROVAL OF WORK FOR OTHER PUBLIC AGENCIES AND COUNTY DEPARTMENTS

(A RESOLUTION IN THE MATTER OF WORK PERFORMED FOR OTHERS)

WHEREAS, Chapter 39.34 RCW (short title: "lnterlocal Cooperation Act"), provides for any power or powers, privileges or authority exercised or capable of exercise by any agency, political subdivision, or unit of local government of this state to be exercised and enjoyed jointly with any other public agency of this state, and jointly with any public agency of any other state or of the United States; and,

WHEREAS, The ***Dungeness*** County Road Department has particular skills, expertise and/or equipment that from time to time may be beneficially extended to other agencies, political subdivisions, or units of local government of this state, to agencies , political subdivisions, or units of local government of other states, or to other ***Dungeness*** County departments; and,

WHEREAS, The Board of County Commissioners of ***Dungeness*** County will accept requests for cooperative, collaborative, or collective work from other agencies, political subdivisions, or units of local government of this state, from agencies, political subdivisions, or units of local government of other states, and from other ***Dungeness*** County departments; and,

WHEREAS, Chapter 136-50 WAC - Standards of Good Practice, Statutory Relationship Between County Engineer and County Legislative Authority, Adoption of Written Policies and 136-50-054 WAC, Policy Regarding Approval of Work For Other Public Agencies and County Departments , require the Board of County Commissioners to develop and by Resolution adopt a written policy regarding the approval of work for other public agencies and for county departments;

NOW, THEREFORE, BE IT RESOLVED: That in consideration of the mutual benefits and advantages of intergovernmental cooperation, the ***Dungeness*** County Board of County Commissioners, hereby, establish the policy and procedures for work performed for others as follows:

POLICY:

Work may be performed for other agencies, political subdivisions, or units of local government of this state, for agencies, political subdivisions, or units of local government of other states, and for other ***Dungeness*** County departments when, and not before, each of the following conditions and/or requirements have been satisfied:

That an appropriate written agreement: (a) has been approved by the County Engineer, (b) has been approved and executed by ***Dungeness*** County, as specified herein, and (c) has been approved and executed by the requesting agency; and,

That such agreement shall precede any work done for others by the County Road Department; and,

That all work will be reviewed by the County Engineer to ensure that the performance of the work will neither interfere with nor interrupt the County Road Department's primary functions, the management, operation, maintenance, and construction of the county road system; and,

That the work requested and the agreement approved conforms, in every aspect, to the State of Washington "lnterlocal Cooperation Act".

PROCEDURES - Public Agencies:

Public Agencies requesting to have reimbursable work performed by the County Road Department shall submit an agreement, on a form provided by the County Road Department, to the County Engineer for review and recommended action.

The agreement may be for a specific item of work, or a general agreement may be executed for any work to be done during the term of the agreement. For work done during the term of the agreement, the general agreement shall be supplemented by individual requests for specific items of work . Individual work requests will be made on forms provided by the County Road Department and will be acted on in the same manner as agreements for specific items of work.

PROCEDURES - Interdepartmental:

Other county departments requesting that reimbursable work be performed by the County Road Department are to submit their request on a form provided by the County Road Department to the County Engineer for review.

PROCEDURES - Authorization:

Agreements for specific items of work or individual work requests covered by a general agreement from either public agencies or interdepartmental requests may be approved by the County Engineer; provided, such request for work does not exceed $***??*.** The Board of County Commissioners will approve, modify, or deny all agreements, individual work requests, or interdepartmental requests exceeding $***??***.

PROCEDURES - Records:

Upon approval of an agreement, specific item of work, or interdepartmental request, the County Engineer shall, prior to commencement of the work, assign account numbers as are necessary to maintain complete fiscal records of the work activity.

PROCEDURES - Reimbursement:

Charges for a project shall include the actual cost of labor and benefits, materials, and equipment rental. Indirect costs shall be included at the rate determined by ***Insert***.

The public agency or county department for whom the work has been accomplished shall reimburse the ***Dungeness*** County Road Department by making payment to the ***Dungeness*** County Treasurer. The ***Dungeness*** County Treasurer shall deposit the funds in the County Road Fund. Said payment shall be mailed or delivered to the ***Dungeness*** County Engineer's office within thirty (30) days following submission of the billing statement by the Engineer's office.

This RESOLUTION was approved and passed this day of , 201***?***

***DUNGENESS*** COUNTY BOARD OF COMMISSIONERS