

AN ORDINANCE OF THE TOWN OF SAN ANSELMO AMENDING THE SAN ANSELMO MUNICIPAL CODE TITLE 2 CHAPTER 10 (PUBLIC BIDDING)

THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO DOES ORDAIN AS FOLLOWS:

Section 1: Town of San Anselmo Municipal Code Title 2 Chapter 10 (Public Bidding) is hereby amended to read as follows:

Chapter 10 -PUBLIC BIDDING

Sections:

2-10.01 -Adoption of California uniform construction accounting procedures.

2-10.02 -Award of contract.

2-10.03 -Authority to award informal contracts.

2-10.04 -Maintenance and use of list of qualified contractors.

2-10.05 -Informal bidding procedure.

2-10.06 -Formal bidding procedure.

2-10.01-Adoption of California uniform construction accounting procedures.

The Town Council does hereby elect to become subject to the uniform construction cost accounting procedures set forth in the Uniform Public Construction Cost Accounting Act (Public Contract Code Sections 22000et seq.), as amended from time to time by the California Uniform Construction Cost Accounting Commission. The terms referred to herein shall have the meanings ascribed to them in the Uniform Public Construction Cost Accounting Act.

2-10.02 -Award of contract.

Public projects, as defined by Public Contract Code section 22002 and in accordance with the monetary limits described in Public Contract Code section 22032 as amended from time to time by the California Uniform Construction Cost Accounting Commission, shall be let to contract by the procedures described in Public Contract Code section 22030 et seq. Currently, the monetary limits for public projects are as follows:

- (a) Public projects of forty-five thousand dollars (\$45,000) or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order.
- (b) Public projects of one hundred seventy-five thousand dollars (\$175,000) or less may be let to contract by informal procedures as set forth in this article.
- (c) Public projects of more than one hundred seventy-five thousand dollars (\$175,000) shall, except as otherwise provided in this article, be let to contract by formal bidding procedure.

When the California Uniform Construction Cost Accounting Commission amends state law related to these monetary limits, this section will be automatically amended.

2-10.93 -Authority to award contracts.

- (a) The Town Manager shall have the authority to award contracts for public projects defined in subdivision (a) of Public Contract Code section 22032, as amended from time to time.
- (b) The Town Council shall have the authority to award informal contracts as defined in subdivision (b) of Public Contract Code section 22032, as amended from time to time.

2-10.04 -Maintenance and use of list of qualified contractors.

The Public Works Director shall maintain a list of qualified contractors identified according to categories of work. Such list shall be developed and maintained in accordance with the criteria determined by the California Uniform Construction Cost Accounting Commission.

2-10.05 -Informal bidding procedure.

- (a) All contractors on the list for the category of work being bid, or all construction trade journals specified for the County of Marin by the California Uniform Construction Cost Accounting Commission, or all such contractors and all such construction trade journals, shall be mailed a notice inviting informal bids unless the product or service is proprietary.
- (b) All mailing of notices to contractors and construction trade journals pursuant to subsection (a) of this section shall be completed not less than ten (10) calendar days before bids are due.
- (c) The notice inviting informal bids shall describe the project in general terms, how to obtain more detailed information about the project, and state the time and place for the submission of bids.

2-10.06 -Formal bidding procedure.

Notice inviting formal bids shall state the time and place for receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least fourteen (14) calendar days before the date of opening the bids in a newspaper of general circulation circulated within the Town. The notice inviting formal bids shall also be sent electronically, if available, by either facsimile or electronic mail and mailed to all construction trade journals designated for the County of Marin by the California Uniform Construction Cost Accounting Commission. The notice shall be sent at least fifteen (15) calendar days before the date of opening the bids.

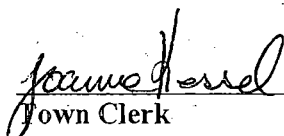
The foregoing Ordinance No. 1084 was read and introduced at a Regular Meeting of the Town Council of the Town of San Anselmo, held on the 11th day of December, 2012 and was adopted at a regular meeting on the 8th day of January, 2013 by the following vote:

AYES: Coleman, Kroot, Lopin, McInerney
NOES: None
ABSENT: Greene



Kay Coleman, Mayor

ATTEST



Joanne Herold For Barbara Chambers
Town Clerk