

Sample

**RESOLUTION AUTHORIZING PROCEDURES TO SECURE  
TELEPHONE AND/OR WRITTEN QUOTATIONS FROM VENDORS**

\_\_\_\_\_ **County Fire Protection District No.** \_\_\_\_\_

**WHEREAS,** \_\_\_\_\_ County Fire District # \_\_\_\_\_ has the authority to establish a vendors list to purchase materials, supplies, and equipment under RCW 52.14.115 when the purchase price is greater than \$10,000 but less than \$50,000 and;

**WHEREAS,** RCW 39.04.190 provides the authority to create a phone quotation or written quotation process and;

**WHEREAS,** this process will provide greater flexibility and reduce administration costs while saving the taxpayers money;

**NOW, THEREFORE BE IT RESOLVED,** by the Board of Fire Commissioners of \_\_\_\_\_ County Fire Protection District # \_\_\_\_\_ that the fire district advertise twice each year for solicitation of vendors for equipment and/or supplies and that the list be updated accordingly.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_ by the Board of Fire Commissioners of \_\_\_\_\_ County Fire Protection District # \_\_\_\_\_.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Fire Commissioner

\_\_\_\_\_  
Fire Commissioner

Attest: \_\_\_\_\_