

**JEFFERSON COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA REQUEST**

**TO:** Board of County Commissioners  
Philip Morley, County Administrator

**FROM:** Leslie Locke, Deputy Clerk of the Board

**DATE:** January 22, 2013

**SUBJECT:** BID CALL re: Publication of County Legal Notices; Bids Accepted Until 9:30 a.m. and Opened and Read Publicly at 10:00 a.m. on Monday, March 11, 2013 in the Commissioners' Chamber

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**STATEMENT OF ISSUE:**

Approve BID CALL re: Publication of County Legal Notices; Bids Accepted Until 9:30 a.m. and Opened and Read Publicly at 10:00 a.m. on Monday, March 11, 2013 in the Commissioners' Chamber

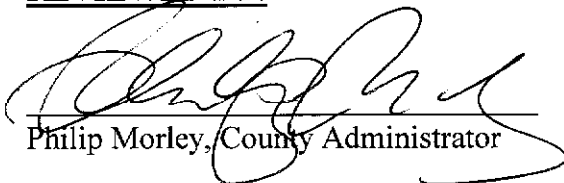
**ANALYSIS:**

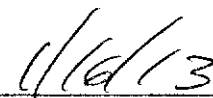
Per RCW 36.72.075 the County must designate an Official County Newspaper at their first Regular Meeting in April. Bidders must have five weeks to prepare and submit their bids to the Clerk of the Board.

**RECOMMENDATION:**

Approve BID CALL re: Publication of County Legal Notices; Bids Accepted Until 9:30 a.m. and Opened and Read Publicly at 10:00 a.m. on Monday, March 11, 2013 in the Commissioners' Chamber

**REVIEWED BY:**

  
Philip Morley, County Administrator

  
Date

Please publish (2) two times: January 30 and February 6, 2013

Bill: Acct. No. 15829  
c/o Jefferson County Commissioners  
P.O. Box 1220  
Port Townsend, WA 98368

**CALL FOR BIDS  
FOR PUBLICATION OF OFFICIAL LEGAL NOTICES**

Notice is hereby given that the Board of Commissioners of Jefferson County, State of Washington, will receive sealed bids for the printing and publication of Official Legal Notices. Sealed bids will be received up until the hour of 9:30 a.m. Monday, March 11, 2013 at the offices of the Board of County Commissioners, 1820 Jefferson Street, Port Townsend, WA 98368. Said bids will be publicly opened and read at 10:00 a.m.

Bids shall be submitted in accordance with the bid form and instructions on file with the Clerk of the Board of Jefferson County Commissioners at the address as noted above, where copies may be obtained.

Signed this 22<sup>nd</sup> day of January, 2013.

Jefferson County Board of Commissioners

John Austin, Chairman

**BID PROPOSAL -  
LEGAL NEWSPAPER FOR  
JEFFERSON COUNTY, STATE OF WASHINGTON**

**BIDDER**

Name of Newspaper	
Newspaper Publisher	
Address of Publisher	
Phone:	
Fax:	
E-mail:	

**BID BREAKDOWN**

The undersigned does hereby submit the following bid for legal publications for Jefferson County as required by law or by order of the judge of court :

BID AMOUNT of \$ \_\_\_\_\_ per column inch.

Font for Legal Notices	
Type Size for Legal Notices (point)	
The fee for the advertisement for the legal newspaper contract provided by Jefferson County at the above rate and hereby attached is . .	
Number of times the newspaper is published each week	

<p>Legal Notices must be submitted for publication by</p>	<p>Check all that apply:</p> <p><input type="checkbox"/> FAX</p> <p><input type="checkbox"/> E-Mail</p> <p><input type="checkbox"/> Other</p> <hr/> <hr/>
<p>Number of days Legal Notices must be submitted prior to publication date.</p>	
<p>Time of day Legal Notices must be submitted by to make deadline for publication.</p>	
<p>Items included in bid price:</p>	<p>Use of County Logo to identify where County legal notices begin                  A location map as appropriate for a specific notice                  2 free subscriptions to newspaper</p>
<p><b>Optional Bid Item --</b>                  Publication of up to 12 "Press Releases," (no more than one per month) general advertisements, or employment advertisements in a section of the newspaper other than the Legal Notice section. These advertisements will be coordinated through the County Commissioners Office.</p>	

The CIRCULATION for the named newspaper in Jefferson County is \_\_\_\_\_ copies broken down geographically as follows:

Zip Code/Community	Deliveries	News Stand
98368/Port Townsend		
98325/Chimacum		
98339/Port Hadlock		
98365/Port Ludlow		
98376/Quilcene		
98382/Gardiner		
98320/Brinnon		
98331/Forks (West End)		

The undersigned bidder does hereby declare that the above named newspaper is qualified per RCW 65.16 to be the legal newspaper for Jefferson County and has been approved by the Superior Court of Jefferson County as such.

**BIDDER:**

\_\_\_\_\_  
Signed Date

\_\_\_\_\_  
Print or Type Name Title

**ATTEST:**

\_\_\_\_\_  
Signed Date

\_\_\_\_\_  
Print or Type Name Date