

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON**

IN THE MATTER OF:

RESOLUTION NO. 25-032

CALL FOR BIDS FOR OFFICIAL NEWSPAPER TO
PUBLISH ALL OF LEWIS COUNTY'S LEGAL AND
OTHER OFFICIAL NOTICES FOR ONE YEAR
BEGINNING JULY 1, 2025

WHEREAS, Lewis County has a need to publish notices in a legal newspaper throughout the year; and

WHEREAS, the Lewis County Board of County Commissioners (BOCC) wishes to issue a call for bids for the county's official legal newspaper, as outlined in RCWs 36.72.075 and 65.16.020, to publish legal and other official notices for one year, from July 1, 2025, to June 30, 2026; and

WHEREAS, pursuant to RCW 36.72.075, the BOCC reserves the right to reject any or all bids and to waive all informalities in the bidding and to contract with the best and lowest responsible bidder as the best interest of the county may appear.

NOW THEREFORE BE IT RESOLVED that the BOCC calls for bids for printing of legal publications; and

NOW THEREFORE BE IT FURTHER RESOLVED that bids for this contract shall be submitted to the BOCC Clerk of the Board (351 N.W. North Street, Room 210, Chehalis, WA 98532) by 3 p.m. Thursday, March 13, 2025, to be opened at or after 10 a.m. Tuesday, March 18, 2025; and

NOW THEREFORE BE IT FURTHER RESOLVED the Clerk of the Board is directed to proceed with all necessary postings and publications of such notice.

DONE IN OPEN SESSION this 4th day of February, 2025.

APPROVED AS TO FORM:
Jonathan Meyer, Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

David Bailey
By: David Bailey,
Chief Civil Deputy Prosecuting Attorney

Scott J. Brummer
Scott J. Brummer, Chair

ATTEST:



Lindsey R. Pollock, DVM
Lindsey R. Pollock, DVM, Vice Chair

Rieva Lester, CMC
Rieva Lester, CMC,
Clerk of the Lewis County Board of
County Commissioners

Sean D. Swope
Sean D. Swope, Commissioner



INVITATION TO BID FOR SERVICES

COUNTY PRINTING OF LEGAL PUBLICATIONS

ISSUED BY: Board of County Commissioners, 351 NW North Street, Chehalis, WA 98532 Phone (360) 740-1419

BID DUE DATE & TIME: Sealed bids must be submitted to the Clerk of the Board in the Lewis County Commissioners' Office, 351 NW North Street, Chehalis, WA 98532 by 3 p.m. March 13, 2025. Bids must be in an envelope clearly marked "SEALED BID FOR COUNTY PRINTING OF LEGAL PUBLICATIONS – TO BE OPENED AT OR AFTER 10 A.M. MARCH 18, 2025."

THIS BID IS BEING SUBMITTED BY:

Bidder Name _____

Company _____

Address _____

City _____ St _____ Zip _____

Ph _____ Fax _____

The undersigned offers and agrees to furnish the goods or services for the period required at the price(s) entered herein subject to the terms and conditions attached hereto.

I CERTIFY that the bid document has been read and understood and that all of the conditions contained therein are acceptable, and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that I have the legal authority to commit this firm to a contractual agreement.

By: _____

Date: _____

BID ISSUE DATE: Feb. 4, 2025

NATURE OF THE PROJECT: This is a bid for publication of Lewis County's legal notices.

MAIL OR HAND DELIVER BIDS BY 3 P.M. MARCH 13, 2025, to the Clerk of the Board of County Commissioners, 351 NW North Street, Room 210 Chehalis, WA 98532. Bids must be received by 3 p.m. March 13, 2025. Bids will be opened at or after 10 a.m. March 18, 2025.

PROPOSAL EFFECTIVE PERIOD: Bid proposals will be effective for a one-year period commencing July 1, 2025, and ending June 30, 2026.

For administrative information, contact Rieva Lester, Clerk of the Board, Board of County Commissioners' Office, 351 N.W. North Street, Chehalis, WA 98532 at 360-740-1419.

The bid response consists of the following pages when completed and submitted: Invitation to Bid for Services, Bid Scope of Work, Bid Proposal, an example of a legal notice complying with scope of work, circulation information and webpage information.

BID INSTRUCTIONS

COUNTY PRINTING OF LEGAL PUBLICATIONS

The bidders will complete the bid questionnaire; provide an example of a legal notice using the sample legal notice attached to these instructions; adhere to the requirements established in the scope of work; and provide the cost to publish the provided sample, as outlined in the scope of work, in the bidder's newspaper or journal.

SCOPE OF WORK

Publish Lewis County legal notices using 8-point type in 1.20 column inch.

SELECTION CRITERIA

The lowest responsible bidder will be selected on the following criteria: cost per column inch using 8-point type, total circulation figures for the year 2024, paid circulation figures for the year 2024, the availability of a website (this meets new requirements established in the Revised Code of Washington regarding bidding laws), total number of hits on the website for the month of January 2025, the website address, the quality of the sample notice returned, and the price of the sample returned. Bidders are asked to complete the attached bidder form and attach a sample.

BID PROPOSAL

Name of bidder:	
Address:	
City:	
Zip code:	
Phone:	
Fax:	
Email:	
Point of contact:	

1. Cost of 1.20 column inch at 8-point type: _____
2. Total circulation for 2024 (provide total circulation numbers and a breakdown of circulation by the following zip codes: 98304, 98336, 98355, 98356, 98361, 98377, 98522, 98531, 98532, 98533, 98538, 98539, 98542, 98544, 98564, 98565, 98570, 98572, 98579, 98582, 98585, 98591, 98593 and 98596).
3. Paid circulation (numbers) for 2024 (provide total circulation numbers and a breakdown of circulation by the following zip codes: 98304, 98336, 98355, 98356, 98361, 98377, 98522, 98531, 98532, 98533, 98538, 98539, 98542, 98544, 98564, 98565, 98570, 98572, 98579, 98582, 98585, 98591, 98593 and 98596).
4. Availability of website: Yes No
5. Website address: _____
6. Total number of hits for the month of January 2025: _____
7. Attach sample of public notice provided with this bid package.
8. Cost to publish sample: _____

BID SUBMITTED BY: _____

(Printed Name)

CALL FOR BIDS

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Lewis County, will open sealed proposals and publicly read them aloud on or after 10:00 a.m. on Monday, April 6, 2015, at the Lewis County Courthouse, Chehalis, Washington, for the 2015 Countywide Prelevels and Overlays Project, SM 09RRR0 HMA.

SEALED BIDS MUST BE DELIVERED BEFORE 9:30 A.M.

Sealed proposals must be delivered to the Clerk of the Board of Lewis County Commissioners, Room 209 (351 N.W. North Street Chehalis, Washington 98532) by 9:30 a.m. on the date specified for opening, and in an envelope clearly marked: *"SEALED BID FOR THE 2009 COUNTYWIDE PRELEVELS AND OVERLAYS PROJECT, SM 09RRR0-HMA TO BE OPENED ON OR AFTER 10:00 A.M. ON MONDAY, APRIL 6, 2015."*

Each bid shall be in accordance with the plans, specifications, and other contract documents now on file with the County Engineer. The contract documents may be viewed and downloaded from Lewis County's website @ www.lewiscountywa.gov or you may call the Lewis County Engineers' office at 360-555-1000 and request a copy be mailed to you.

Each bid shall be accompanied by a certified check, cashier's check or bid bond payable to the Treasurer of Lewis County in the sum of five percent (5%) of the bid to be forfeited to Lewis County by the successful bidder in case they fail to enter into contract and file an acceptable surety bond in the full amount of the bid to fill conditions of said contract within twenty (20) calendar days of the date of award.

The Board of County Commissioners reserves the right to reject any or all bids and to waive all informalities in the bidding.

DATED this 1st day of April, 2015.

Name / last name, Clerk of the Board
Lewis County Commissioners

CALL FOR BIDS

NOTICE IS HEREBY GIVEN that the Lewis County Board of County Commissioners (BOCC) is issuing a call for bids for county printing of legal publications for the year beginning July 1, 2025, and ending June 30, 2026.

Sealed bids must be delivered to the Lewis County Clerk of the Board, Room 210, Chehalis, Washington, **before 3 p.m. Thursday, March 13, 2025**, in an envelope clearly marked "SEALED BID FOR COUNTY PRINTING OF LEGAL PUBLICATIONS – TO BE OPENED AT OR AFTER 10 A.M. MARCH 18, 2025."

The sealed bids will be opened and publicly read aloud at or after 10 a.m. Tuesday, March 18, 2025, in the Commissioners' Hearing Room on the second floor of the historic courthouse at 351 N.W. North Street, Chehalis, Wash.

For bid instructions, please click on the "BOCC Legal Notices" tab on the Commissioners' web page at www.lewiscountywa.gov/offices/commissioners.

The newspaper or publication must be established as one of the "general circulation" within Lewis County.

Pursuant to RCW 36.72.075, the BOCC reserves the right to reject any or all bids and to waive all informalities in the bidding and to contract with the best and lowest responsible bidder as the best interest of the county may appear. Questions regarding bid submission and consideration must be submitted to the BOCC in advance of bid delivery.

Rieva Lester, CMC, Clerk of the Board
Lewis County Board of County Commissioners

Publish: The East County Journal / Feb. 5, 2025

BOCC AGENDA ITEM SUMMARY

Resolution: 25-032

BOCC Meeting Date: Feb. 4, 2025

Suggested Wording for Agenda Item:

Agenda Type: Legal Notice

Call for bids for official newspaper to publish all of Lewis County's legal and other official notices for one year beginning July 1, 2025

Contact: Rieva Lester

Phone: 360-740-1419

Department: BOCC - Board of County Commissioners

Description:

Call for bids for official newspaper to publish all of Lewis County's legal and other official notices for one year beginning July 1, 2025

Approvals:

User	Status
PA's Office	Approved

Publication Requirements:

Publications:

The East County Journal, Feb. 5, 2025

Additional Copies:

Cover Letter To: