ADDENDUM NO. 2
REQUEST FOR PROPOSALS 2023-051

KITSAP COUNTY

TO: All Respondents

FROM: Glen McNeill. Purchasing Supervisor

CLOSING DATE: 11/17/2023 [UNCHANGED]

REF NO.:   2023-051 RFP Permit Process Review

DATE: 11/09/2023

In response to questions received and the depth, the following dates will Be modified as provided to assist in responding to the above referenced Request for Proposals (RFP):

1. Does KCDCD have a budget for this project? If yes, can the amount be shared?

    KCDCD has budget capacity to fund this project.

2. What software system is used to manage and track permits?

    Kitsap County Department of Community Development (DCD) uses Camino's Online Permitting Guide for intake of permits and then SMARTGov Permitting Database to manage and track permits through the review to issuance process.

3. For the Public Feedback/Stakeholders interview, is a single meeting desired or it is expected that multiple meetings will be required to meet with these stakeholders?

    Likely multiple meetings or interviews given scheduling and the diverse backgrounds of the stakeholder groups.

4. Is KCDCD expecting process diagrams to be developed (e.g., MS Visio files with each step and action) as part of the current process analysis activity in Task 200?

    No. Not expected but a high-level process flow could be beneficial to our stakeholders.

5. Does KCDCD desire in-person attendance for the Board of County Commissioners work session or is virtual participation an option?

    Virtual is an option but in-person is preferred. If there is a cost difference between the two meeting options, please provide in proposal.

6. Can a copy of the Bauer Jones Study be provided?

    Posted online here: https://www.kitsapgov.com/das/Documents/Bauer-Jones%20Improvement%20Report%206-12-2006.pdf

END OF ADDENDUM NO. 2