



ADDENDUM NO. 1 REQUEST FOR QUOTATION 2025-014 KITSAP COUNTY

TO: All Respondents

FROM: Glen McNeill. Purchasing Supervisor

CLOSING DATE: 04/25/2025 @2:00 pm [**Unchanged**]

REF NO.: 2025-014 RFQ Kitsap County Stormwater Park Analysis Project

DATE: 04/04/2025

Addendum 1: The Following sections will be removed in accordance with Chapter 38.80 RCW.

10. Costs Proposal, Taxes.

Proposals shall identify the total costs, fees, and charges for the goods and/or services requested in the Solicitation on the Cost Proposal form. The total cost shall include all freight, handling, delivery, surcharges, and other incidental charges that may be required to provide the services or deliver the goods. All prices shall include freight FOB destination, freight included to the designated delivery point. County is exempt from Federal Excise Tax, including the Federal Transportation Tax. Sales tax, if any, shall be indicated as a separate line item. Payment of all costs, fees and other charges not identified on the Cost Proposal form shall be the responsibility of Bidder.

Section 10. RFQ Instructions, is hereby removed.

Exhibit A Scope of Work: Proposal Requirements shall now read as follows:

Proposal Requirements

Submitted proposal must include the following information:

- Proposal Certification Form (Appendix B)
- Exceptions and Assumptions Form (Appendix C)
- Detailed description of the Offeror's general approach for conducting the project, including a tentative timeline for project completion.
- Detailed Statement of Qualifications showing the Offeror's experience providing similar services and highlighting the Offeror's approach to quality control for this project
- If sub-consultants will be used, identification of the proposed firm(s) and information on their experience, qualification, responsible personnel, and anticipated responsibilities
- References and contact information for at least three (3) current or former customers with service needs and/or programs similar in size and scope to Kitsap County (Exhibit D)

- Copy of the Offeror's current Certificate of Liability Insurance showing evidence of proper insurance, including the required levels shown in Appendix E, Sample Contract
- Any additional information the Offeror feels addresses the selection criteria

All Reference to "Project Budget shall be removed.

Exhibit A Scope of Work: Selection Criteria shall now read as follow:

Selection Criteria

Selection shall be based on the following:

1. Methodology and technical approach 30 points
2. Project consultant/staff experience 20 points
3. Similar Project Experience to the project 20 points
4. Proposed work plan/approach 15 points
5. Project Schedule 10 points
6. References 5 points

All reference to "Project Costs" shall be removed.

END OF ADDENDUM NO. 1