



Request for Proposal (RFP) Addendum 1

For

Computer Aided Dispatch System

For

Kitsap 911 Kitsap County, Washington

Kitsap 911

Contracts Manager

911 Carver Street W

Bremerton, WA 98312-4300

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For Release:

January 7th, 2025

The section below supersedes those published in Kitsap 911’s original RFP.

* Pricing Form – Kitsap 911 is not supplying a specific pricing format; however, a pricing document must be included in the RFP response that contains at a minimum the following:

- Proposal Pricing
- Options Pricing
- Per Unit Pricing
- Labor Rates

4.21.1 Pass/Fail Evaluation

The initial step is a pass/fail evaluation as listed in the table titled: “Evaluation Criteria – Phase 1”

Evaluation Criteria – Phase 1	
Factor	Importance
Timely Submittal of Proposal	Pass/Fail
Proposal Package Security	Pass/Fail
Proposal Copies	Pass/Fail
Proposal Letter with Pricing Document <ul style="list-style-type: none"> • Include Pricing Document in Excel Format 	Pass/Fail
Exhibit D - Mandatory Bidder Responsibility Checklist	Pass/Fail
Exhibit E - Certification of Compliance with Wage Payment Statutes	Pass/Fail
Exhibit F - Non-collusion Affidavit	Pass/Fail
Exhibit G - RFP Addenda Acknowledgement	Pass/Fail
Exhibit H - Proposer Information	Pass/Fail
Exhibit I - References Forms (Customers and Subcontractors)	Pass/Fail
Exhibit J - Proposal Bond Form	Pass/Fail
Exhibit K - Performance Bond Form	Pass/Fail
Exhibit L - Payment Bond Form	Pass/Fail
Proposal description, system diagrams, and Requirements Compliance Matrix (PDF and Word formats)	Pass/Fail

A proposal obtains a result of “Pass” by meeting the minimum requirements for these items, as established in the Proposal Documents, and summarized as follows:

- A. Timely Submittal of Proposal – The Proposal must be received by Kitsap as indicated in the Request for Proposal, or as may be indicated in an Addendum.
- B. Proposal Package Security - Each proposal shall be in an opaque, sealed envelope or package including printed copies of the Pricing Form (four tables) and the USB drives. The electronic copy of the proposal must include the Pricing Document in Excel format. The proposal container shall

be marked on the outside with the name of Proposer and the name of the project, together with number of addenda received using the address format shown in Exhibit M.

- C. Proposal Copies - The proposal shall consist of one (1) original and three (3) paper copies of all items referenced below. Additionally, three (3) electronic copies of the proposal on USB Thumb-Drives (without encryption or password) shall be submitted.
- D. Proposal Letter with Proposal Pricing – The proposal letter must be signed and accompany the Proposal Pricing, Options Pricing, Per Unit Pricing, and Labor Rates.
- E. Mandatory Bidder Responsibility Checklist is completed and signed as specified in Exhibit D.
- F. Certification of Compliance with Wage Payment Statues is provided and signed as specified in Exhibit D.
- G. A Non-collusion Affidavit is included as specified in Exhibit F.
- H. RFP Addenda Acknowledgement – Each Proposal addendum must be listed and acknowledged as specified in Exhibit I.
- I. Proposer Information – Provide Proposer information as specified in Exhibit H.
- J. References - Use a separate sheet for each reference for each of five references as described in Exhibit I. If subcontractors are to be used, provide a separate page for each subcontractor.
- K. Proposal Bond Form – Sign and seal the Proposal Bond Form (see Exhibit J).
- L. Performance Bond Form – Sign and seal the Performance Bond Form (see Exhibit K).
- M. Payment Bond Form – Sign and seal the Payment Bond Form (see Exhibit L).
- N. Proposal – The proposal contains the following:
 - a. Proposal Description
 - b. System Diagrams
 - c. Completed Proposal Requirements Compliance Matrix (PDF and Word Format)

Exhibit C

A clean copy of RCW 39.04.350 is on the following page.

RCW 39.04.350

Bidder responsibility criteria—Sworn statement—Supplemental criteria.

(1) Before award of a public works contract, a bidder must meet the following responsibility criteria to be considered a responsible bidder and qualified to be awarded a public works project. The bidder must:

(a) At the time of bid submittal, have a certificate of registration in compliance with chapter **18.27** RCW, a plumbing contractor license in compliance with chapter **18.106** RCW, an elevator contractor license in compliance with chapter **70.87** RCW, or an electrical contractor license in compliance with chapter **19.28** RCW, as required under the provisions of those chapters;

(b) Have a current state unified business identifier number;

(c) If applicable, have industrial insurance coverage for the bidder's employees working in Washington as required in Title **51** RCW; an employment security department number as required in Title **50** RCW; and a state excise tax registration number as required in Title **82** RCW;

(d) Not be disqualified from bidding on any public works contract under RCW **39.06.010** or **39.12.065**(3);

(e) If bidding on a public works project subject to the apprenticeship utilization requirements in RCW **39.04.320**, not have been found out of compliance by the Washington state apprenticeship and training council for working apprentices out of ratio, without appropriate supervision, or outside their approved work processes as outlined in their standards of apprenticeship under chapter **49.04** RCW for the one-year period immediately preceding the date of the bid solicitation;

(f) Have received training on the requirements related to public works and prevailing wage under this chapter and chapter **39.12** RCW. The bidder must designate a person or persons to be trained on these requirements. The training must be provided by the department of labor and industries or by a training provider whose curriculum is approved by the department. The department, in consultation with the prevailing wage advisory committee, must determine the length of the training. Bidders that have completed three or more public works projects and have had a valid business license in Washington for three or more years are exempt from this subsection. The department of labor and industries must keep records of entities that have satisfied the training requirement or are exempt and make the records available on its website. Responsible parties may rely on the records made available by the department regarding satisfaction of the training requirement or exemption; and

(g) Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW **49.48.082**, any provision of chapter **49.46**, **49.48**, or **49.52** RCW.

(2) Before award of a public works contract, a bidder shall submit to the contracting agency a signed statement in accordance with chapter **5.50** RCW verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of subsection (1)(g) of this section. A contracting agency may award a contract in reasonable reliance upon such a sworn statement.

(3) In addition to the bidder responsibility criteria in subsection (1) of this section, the state or municipality may adopt relevant supplemental criteria for determining bidder responsibility applicable to a particular project which the bidder must meet.

(a) Supplemental criteria for determining bidder responsibility, including the basis for evaluation and the deadline for appealing a determination that a bidder is not responsible, must be provided in the invitation to bid or bidding documents.

(b) In a timely manner before the bid submittal deadline, a potential bidder may request that the state or municipality modify the supplemental criteria. The state or municipality must evaluate the information submitted by the potential bidder and respond before the bid submittal deadline. If the evaluation results in a change of the criteria, the state or municipality must issue an addendum to the bidding documents identifying the new criteria.

(d) If the state or municipality determines a bidder to be not responsible, the state or municipality must provide, in writing, the reasons for the determination. The bidder may appeal the determination within the time period specified in the bidding documents by presenting additional information to the state or municipality. The state or municipality must consider the additional information before issuing its final determination. If the final determination affirms that the bidder is not responsible, the state or municipality may not execute a contract with any other bidder until two business days after the bidder determined to be not responsible has received the final determination.

(e) If the bidder has a history of receiving monetary penalties for not achieving the apprentice utilization requirements pursuant to RCW **39.04.320**, or is habitual in utilizing the good faith effort exception process, the bidder must submit an apprenticeship utilization plan within ten business days immediately following the notice to proceed date.

(4) The capital projects advisory review board created in RCW **39.10.220** shall develop suggested guidelines to assist the state and municipalities in developing supplemental bidder responsibility criteria. The guidelines must be posted on the board's website.

[**2023 c 88 s 1**; **2020 c 255 s 2**; **2019 c 232 s 15**; **2018 c 243 s 1**; **2017 c 258 s 2**; **2010 c 276 s 2**; **2009 c 197 s 2**; **2007 c 133 s 2**.]

NOTES:

Effective date—2018 c 243: "This act takes effect July 1, 2019." [**2018 c 243 s 2**.]

Findings—2017 c 258: "The legislature finds that government contracts should not be awarded to those who knowingly and intentionally violate state laws. The legislature also finds that businesses that follow the law and pay their workers appropriately are placed at a competitive disadvantage to those who reduce costs by willfully violating the minimum wage act and wage payment act. In order to create a level playing field for businesses and avoid taxpayer contracts going to those that willfully violate the law and illegally withhold money from workers, the state should amend the state responsible bidder criteria to consider whether a company has willfully violated the state's wage payment laws over the previous three years." [**2017 c 258 s 1**.]

Rules—Implementation—2009 c 197: See note following RCW **39.04.320**.