



Kitsap 911 EOC Audio Visual Electrical Project

Scope of Work

Bid Proposals Due September 18 at 1200.

This is a small public works project that involves construction, alteration, repair, or improvements of real property. The vendor must pay prevailing wages to their employees and file a letter of intent with WA Department of Labor and Industries.

This project is being put forth by competitive bid on the MRSC per RCW 39.04.151.

Overview

Kitsap 911 is seeking quotes for adding electrical outlets in Room 111 and 112 of the main Kitsap 911 building located at 911 Carver Street W, Bremerton, WA 98312. The new outlets would be approximately three to four feet higher on the wall than existing outlets to allow for large TV screens to be plugged in without cords or conduit running down to the lower outlets. In addition, a second empty box should be placed near the new outlets to allow for AV cables to be run up from the sub-floor.

Existing Conditions

The site is in the interior of the steel frame building on the main floor with a door that offers immediate access to the outdoor secured parking lot. The room in question has a two-foot subfloor that allows easy access to existing wiring and cabling. The subfloor is covered by floor panels that can be removed at any point in the room.

Currently the walls are covered with a fabric and acoustic panel sound dampening system as well as multiple white boards. All white boards and the purple-gray sound dampening system will be removed exposing the drywall prior to work commencing. The room can be divided by an accordion wall system into two rooms referred to as the EOC and the Classroom.

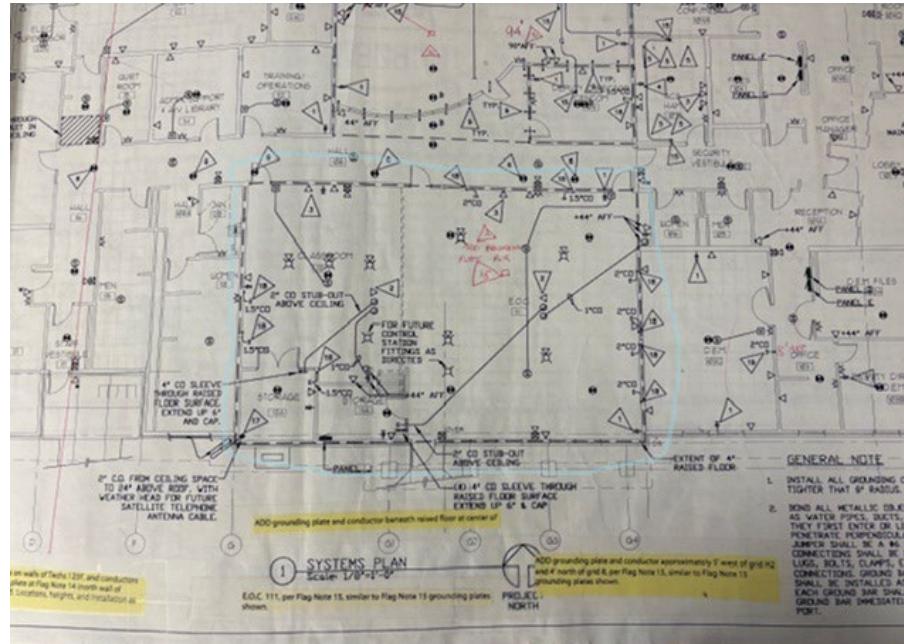


Photo 1: The area where the work is being done is enclosed in the light blue square.

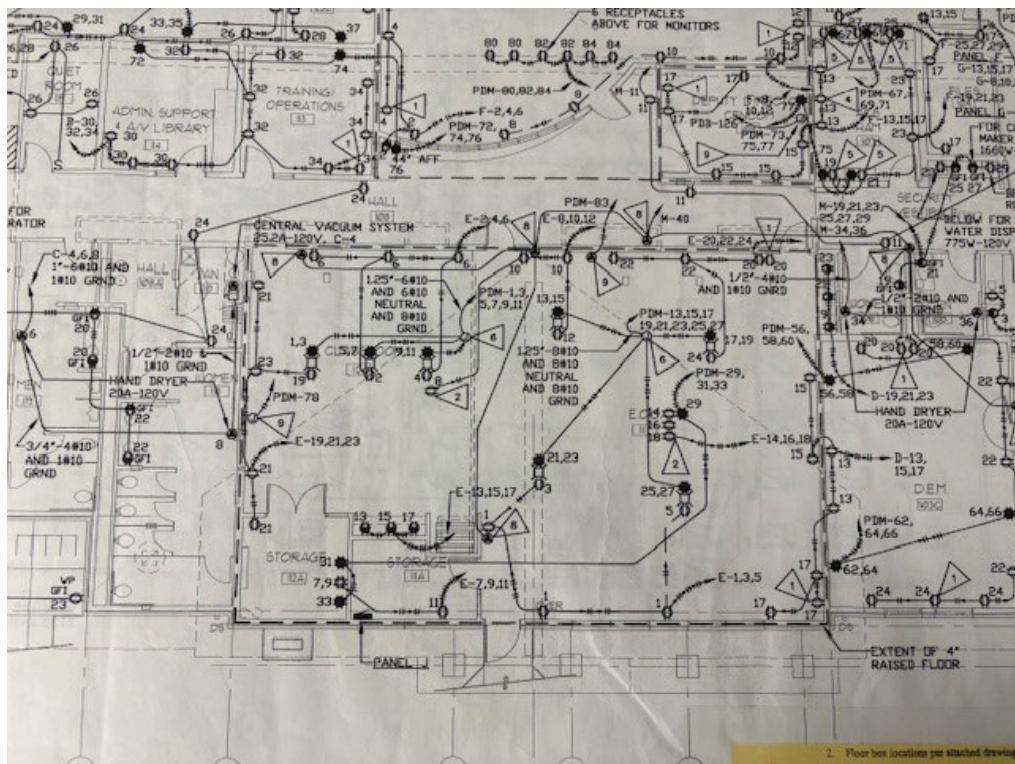


Photo 2 – Electrical Plan



Photo 3 – EOC North

Wall. There is a row of four existing outlets at standard 16" height from the floor. There is a recessed outlet behind the larger TV on the left.



Photo 4 North Wall Close up. The existing outlet under the larger TV monitor on the north wall has an extension junction box. The bid should include hiding this if possible. The existing wall covering would be removed and the underlying drywall will be exposed prior to work commencing.



Photo 5: North Wall Outlet Locations. The existing standard outlets on the North Wall are marked with red circles.

Photo 5 East Wall. The existing TVs will be removed and replaced but they have electrical outlets marked by red arrows. The sound dampening material and whiteboards will be removed exposing dry wall prior to work commencing.



Photo 6 East Wall Detail. The lower outlets on this wall are marked by red circles and are at standard 16" height.



Photo 7: Classroom West Wall. The smart board in the middle is covering an outlet that may be able to be reused for the new monitor. A second outlet on the wall is intended for this wall as well.

Photo 8: Classroom West Wall. The existing outlets are circled in red and are at standard 16" height.



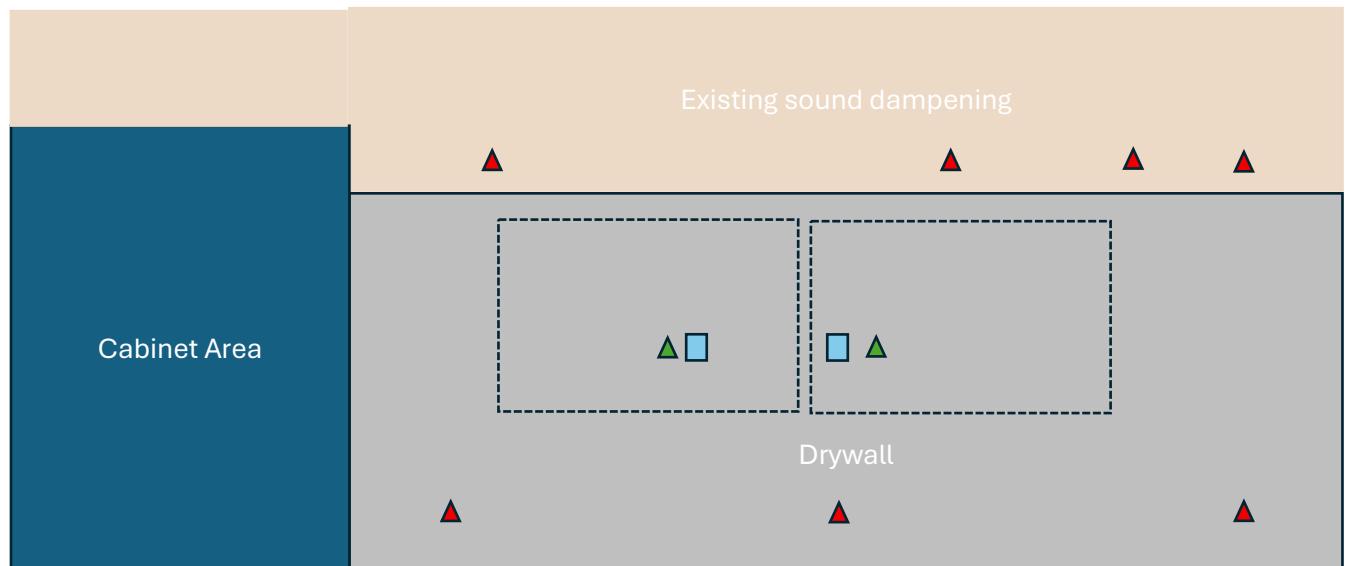
Design

Key: ▲ Existing outlet

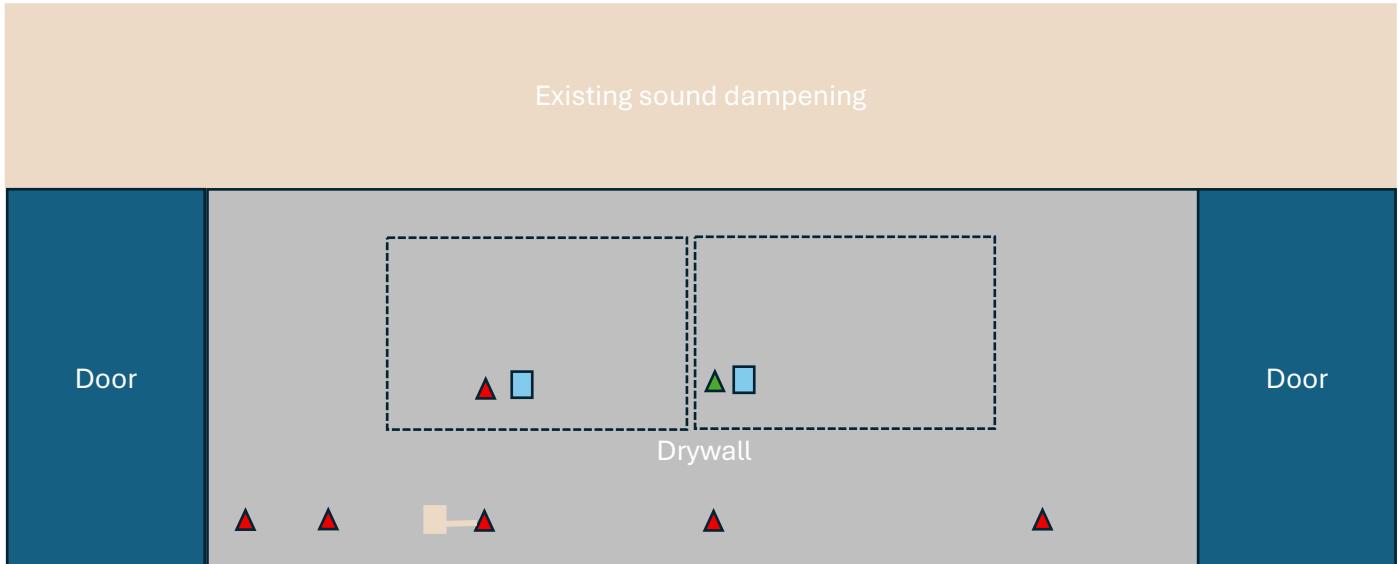
▲ Proposed new outlet location

■ Proposed new empty box location

EOC East Wall -Schematic Design. Not drawn to scale. The intention is to mount two very large TVs as indicated by the dashed lines with the outlet and AV cable box hidden behind the TV.

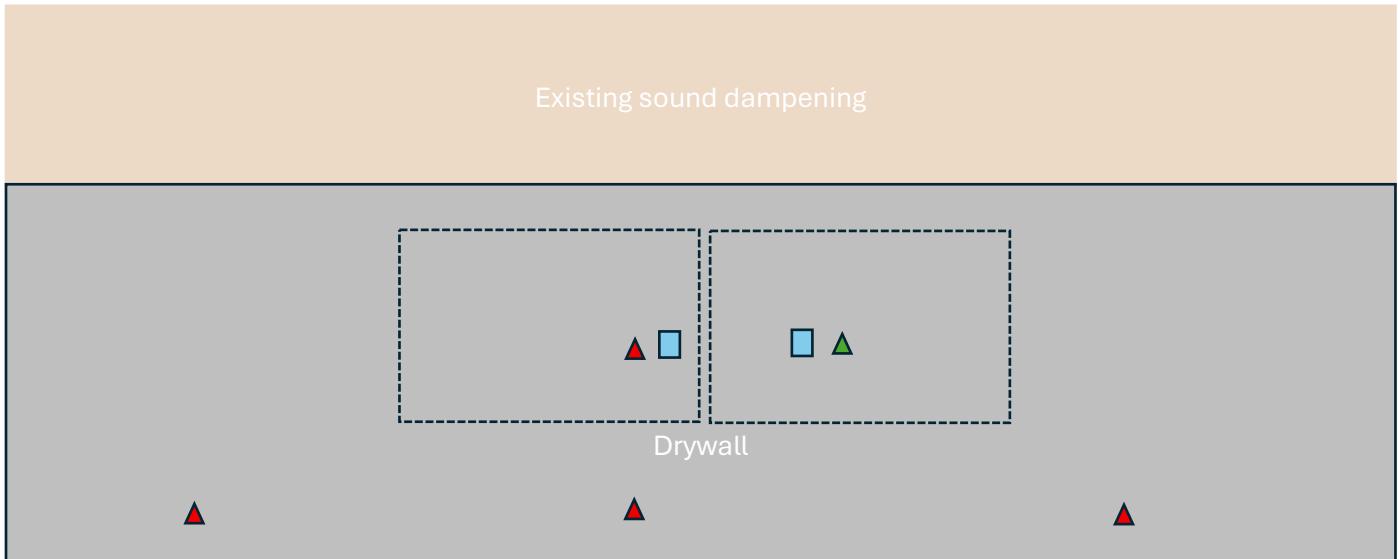


EOC North Wall. Schematic Design. Not drawn to scale. The intention is to mount two very large TVs as indicated by the dashed lines with the outlet and AV cable box hidden behind the TV. We want to hide the existing exterior run wire with conduit and junction box in the wall if possible.



■ Existing junction box and wire run that we would like to hide in the wall.

Classroom West Wall. Schematic Design. Not drawn to scale. The intention is to mount two very large TVs as indicated by the dashed lines with the outlet and AV cable box hidden behind the TV.



Quotes

The quotation shall include:

- Name, telephone number and e-mail address of the person authorized to agree to the scope of work, terms, and conditions.
- Name, telephone number and e-mail address for existing customers to serve as references.
- Confirmation that insurance described in Attachment A will be provided.
- Itemized cost to complete add outlets and additional boxes as described herein including the cost of materials including the repair of drywall if necessary.
- Anticipated start and end dates scheduling after October 1, 2025.

Scope of Work

The design plans provided above for installation of new electrical outlets at the sites of new large TV monitors as such:

- EOC North Wall: 2 monitor outlets and 2 additional empty boxes approximately 3-4 feet above two of the existing outlets centered between the doors. Hiding of existing additional wiring and junction box in the wall.
- EOC East Wall: 2 monitor outlets and 2 additional empty boxes at a location between the upper outlets and lower outlets offset approximately three feet from center to the left of the room.
- Classroom West Wall: 2 monitor outlets and 2 additional empty boxes approximately 3-4 feet above two of the existing outlets centered on the wall.

Kitsap 911 will prepare the site by (do not include these in your bid):

- Removing all existing AV equipment, white boards, sound dampening, and opening of floor panels as needed.

The vendor's quote should include:

1. Permitting and inspections.
2. Wall preparation and finishing of outlets and boxes so that a traditional cover plate will serve to hide rough edges.
3. Wiring.
4. Clean up and disposal of excess unusable scrap materials

Kitsap 911 will re-install the wall finishes such as face plates, white boards, AV equipment, wall finishes, fire extinguisher boxes, and fire alarm klaxon covers.

Materials and Equipment Provided by Vendor

The vendor will include the cost of all materials and equipment required to install and complete the project in the bid.

Estimated Budget for the Project

The estimated budget for Items 1-3 listed above is \$3,000 including tax.

Site Visit

To arrange for the site visit, please contact Barrie Hillman at bhillman@kitsap911.org or by calling 360-307-5803.

Contract Requirements

Kitsap 911 will use a service contract for this project which includes the insurance requirements in Attachment A.

- Retainage Percentage or Performance Bond: If the project is less than \$50,000, Kitsap 911 will opt to include a 10% retainage in lieu of a performance bond.
- **Criminal History – all vendor employees working at the Kitsap 911 primary site located at 911 Carver Street must complete and pass a criminal history check.** Vendor employees that do not meet the criminal history requirements will not be allowed to work on site. The Criminal History check must be completed prior to contracting.
- Payment – Net 20 on purchase order.
- Change orders: a change order will be utilized if the change falls outside the scope of work included in the contract and must be approved by Kitsap 911's Executive Director.

Bidding Process

It is the bidder's responsibility to thoroughly review the scope of work and plans to verify measurements and their understanding of the project.

Interested applicants shall submit quotations to bhillman@kitsap911.org or delivery to 911 Carver Street W, Bremerton, WA 98312 not later than 12 PM on September 18, 2025.

Bids are not required to be sealed and can be emailed only.

Questions should be sent to Barrie Hillman at bhillman@kitsap911.org.

Barrie Hillman
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Kitsap County 911 – CENCOM
911 Carver Street
Bremerton, WA 98312
Phone: (360) 307-5803, Fax: (360) 792-5982
E-Mail: bhillman@kitsap911.org

Attachment A - INSURANCE

Insurance Term- The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

No Limitation- Contractor maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance or otherwise limit Kitsap 911 recourse to any remedy available at law or in equity.

Minimum Scope of Insurance

Contractor shall obtain insurance of the types and coverage described below:

- Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
- Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. Kitsap 911 shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for Kitsap 911 using an additional insured endorsement at least as broad as ISO CG 20 26.
- Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

- Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- Commercial General Liability insurance shall be written with limits of no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
- Professional Liability insurance shall be written with limits of no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

Other Insurance Provision- The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect Kitsap 911. Any Insurance, self-insurance, or self-insured pool coverage

maintained by Kitsap 911 shall be excess of the Consultant's insurance and shall not contribute with it.

Acceptability of Insurers- Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

Verification of Coverage

Consultant shall furnish Kitsap 911 with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

Attachment B – BUILDING LAYOUT

