



Kitsap 911 Picnic Area Patio

Scope of Work

Bid Proposals Due October 1 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 creating an exterior, uncovered picnic area with a concrete pad or paver patio "floor".

Existing Conditions



The site is within the exterior grounds of Kitsap 911's main building located at 911 Carver Street W, Bremerton, WA 98312. The site is cleared with grass and flat but not level with a slight hump in the middle sloping back toward a chain link fence. The site is located between a water access point and an elevated concrete enclosed vault. The front of the site has a six-inch concrete curb.

The total depth of the site is 21 feet. The width between the water access point and the vault is 12 feet 5 inches.

Photo 1: Site

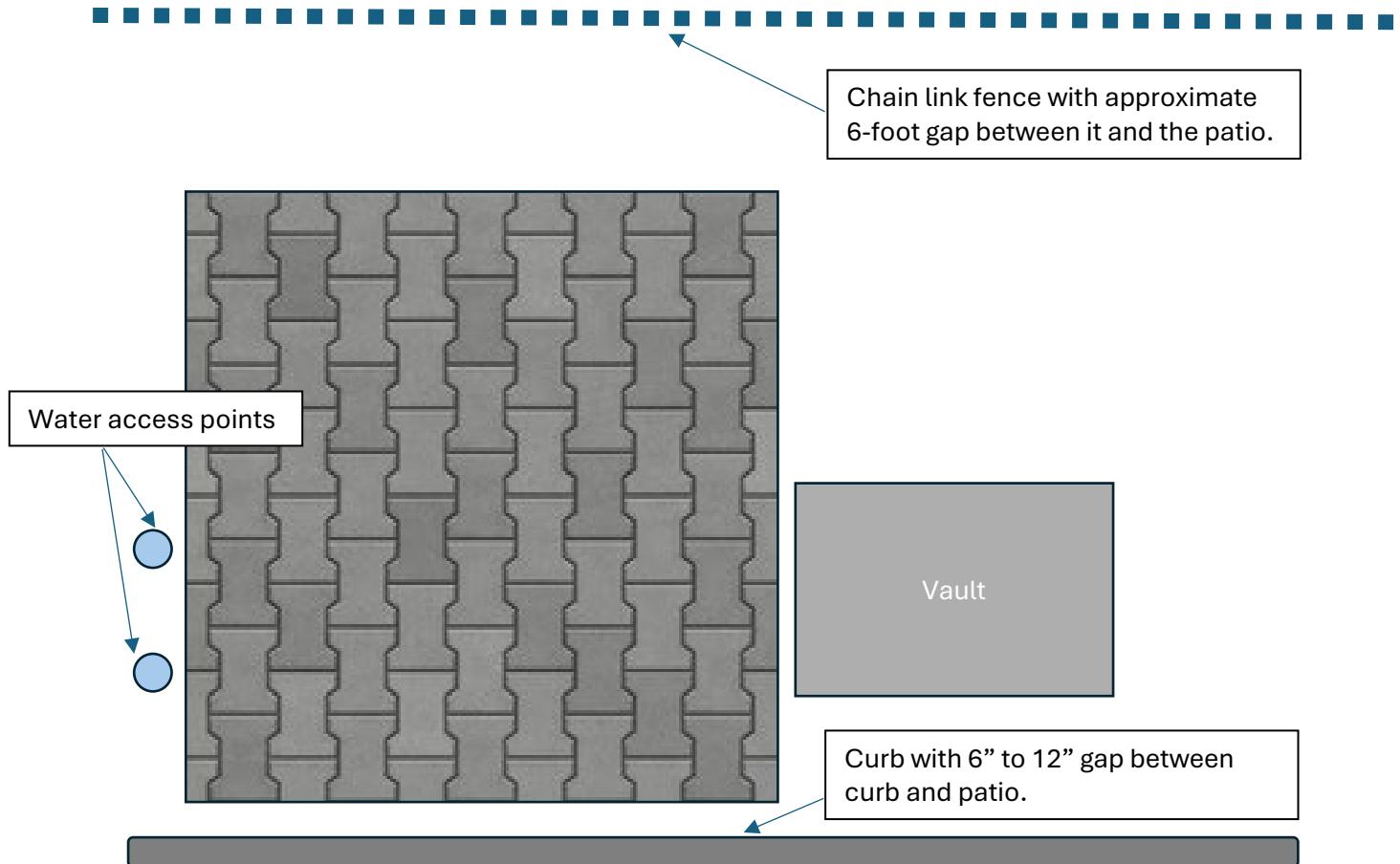
Photo 2: Aerial view of the campus with the site noted in the red box.



Scope of Work and Design

The goal is to create a level patio for picnic tables between the water access point and concrete vault approximately 12 feet wide and 14 feet deep.

See design concept drawing below (not to scale).



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 for Option A: to prepare the site and install concrete pavers with weed barrier for a level patio and Option B: to prepare the site and install a concrete pad for a level patio including the cost of materials.
- The vendor's quote should include the cost of any necessary permitting and clean up and disposal of waste and excess scrap materials.
- Anticipated start and end dates scheduling after October 15, 2025.

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 the scope listed above is \$5,000 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 inside the Kitsap 911 primary site located at 911 Carver Street must complete and pass a criminal history check.** If employees work outside the building only, a criminal history check is not required. Vendor employees that do not meet the criminal history requirements will not be allowed to work inside the building. The Criminal History check must be completed prior to contracting, if needed.
- 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 October 1, 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
Executive Assistant
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.