	<b>REQUEST FOR PROPOSALS 2024-031</b>	<b>KITSAP COUNTY PURCHASING OFFICE</b> 614 Division St., MS-7 Port Orchard, WA 98366  Phone: (360) 337-4789 Email: purchasing@kitsap.gov
	<b>ADDENDUM NO. 1</b>	

**TO:** All Respondents  
**FROM:** Glen McNeill, Purchasing Agent  
**CLOSING DATE:** Thursday, September 26, 2024 at 2:00 p.m. (UNCHANGED)  
**REF NO.:** 2024-031 – Moderate Risk Waste Transportation and Management Services  
**DATE:** Monday, September 16, 2024

In response to questions received, the following information is provided to assist in responding to the above referenced proposal:

**QUESTIONS AND RESPONSES**


1. **Question:** The County request a full HHW/MRW client list for Oregon and Washington. Can this be marked confidential and not be subject to public disclosure?

*Answer: The County is requesting a full list of all current HHW or MRW **public agency** customers in Washington and Oregon. If the proposer holds only a few or no HHW or MRW contracts in Washington or Oregon, contracts from other areas may be included. All documents marked confidential will be evaluated under RCW 42.56 at the time a public records request is made. Request for Proposals Instruction #32 sets forth the process for documents marked confidential:*

*PUBLIC RECORDS, CONFIDENTIAL INFORMATION. All offers and other records submitted to the County in response to this solicitation become the property of the County and subject to inspection and copying under the Public Records Act (Act), Chapter 42.56 Revised Code of Washington (RCW). If an offeror considers any portion of its offer, electronic or hard copy, to be proprietary or confidential **under Washington law**, the offeror shall specifically identify each page and item the offeror claims to be exempt and shall conspicuously mark each page with “Confidential” and **citation to the claimed PRA exemption**. If the County receives a request under the Act to inspect or copy the page(s) that has been identified by the offeror as exempt from disclosure, the County’s sole obligation will be to make a reasonable effort to notify the offeror of the request and the date the exempt information will be released to the requestor unless the offeror obtains a court order to enjoin disclosure pursuant to RCW 42.56.540. The County will release the information unredacted on the date specified, absent receipt of a court order enjoining such disclosure. If no pages have been identified by the offeror as exempt, the County is under no obligation to notify the offeror of the request. The County will not assert any exemption on behalf of the offer, nor will the County be liable to the offeror for releasing records that have been marked by the offeror as exempt.*

2. **Question:** Form Requests at least 2 customer references for TSDf’s and proposed disposal/recycling facilities. Do we have to provide these references for facilities we do not own?

*Answer: Yes. If a proposer doesn’t own the TSDf or disposal/recycling facility, a reference from a customer whose waste ends up at one of these facilities is sufficient.*

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3. **Question:** Appendix C, Form asks for citations, orders or notices for any facility proposed to be used. Can a current Echo report be submitted in lieu of this form?

*Answer: Yes.*

4. **Question:** Can the County provide a copy of the current contract and pricing with any current price increases?

*Answer: A copy of the current contract with all amendments has been included with the solicitation documents on the Kitsap County website at: <https://www.kitsapgov.com/das/Pages/Online-Bids.aspx>*

5. **Question:** Is an original blue ink signature required for all forms that need to be signed or just Appendix A?

*Answer: The Acknowledgement Form will not require an original blue ink signature. The Request for Proposal Instruction #4 is updated as follows:*


*ACKNOWLEDGMENT. The Acknowledgment Form (Appendix A) shall be returned with the offer signed by a person authorized to sign the offer. Unsigned offers may be rejected by the County as incomplete. Pricing documents and other documents which require information to be filled in must be completed in ink, typewritten, or computer printed. No offers will be accepted if pencil is used. Erasures, interlineations, or other modifications in the offer shall be initialed in original blue ink by the authorized person signing the offer. Offerors shall submit one (1) electronic copy (flash/thumb drive) and three (3) paper copies of their offer with their submittal.*

6. **Question:** Will the County require any other training aside from HAZWOPER or DOT?

*Answer: The training services included in the Scope of Work are an optional service the County may or may not request of the awarded contractor(s). The County does not currently require any additional training, but proposers may include additional training services they offer in their proposals.*

7. **Question:** Can the County provide an example of a certificate of final disposal/disposition required? Or clarify what should be included? We refer to a certificate of disposal as one document showing where all waste from a particular manifest has been sent to for final disposal. A final certificate of destruction would include documents from each final disposal facility certifying the material was disposed of appropriately. If the latter is required, will it be acceptable to provide as soon as we receive them due to the fact that we are unable to control the timeline of when a final disposal facility is able to provide such documentation?

*Answer: The County considers a certificate of final disposition to be documentation of where waste has been transported for final disposal. The County considers a certificate of final disposal to be documentation showing final management of the waste has been completed. The certificate of final disposition must be received by the County within six (6) month of the date the manifest shipped. The certificate of final disposal should be provided to the County as soon as it is available to the awarded contractor(s).*

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8. **Question:** How many plastic totes does the County currently have in circulation?

*Answer: The County currently has 25-30 plastic totes in circulation for the statewide paint stewardship program, as codified in RCW 70.375. No other waste is currently packed or shipped in plastic totes.*

9. **Question:** Can the County clarify the following statement on page 6 - "No assumptions shall be included regarding negotiation, terms and conditions, and requirements." The RFP states that we can include Exceptions and Assumptions using Appendix B. We would like to confirm what assumptions will not be accepted.

*Answer: Assumptions may be included in a proposal when factual or technical information is not available or has not been provided, and the assumption of a specific detail is helpful in developing the proposal. It is critical to specify those in Appendix B. However, any assumption that there will or will not be contract negotiations different than as stated in the solicitation or that any contract or solicitation term, condition, or requirement will be waived or changed will not be accepted. [The Request for Proposal Instruction #22 is updated as follows:](#)*

**EXCEPTIONS AND ASSUMPTIONS.** Offers in strict compliance with the solicitation are desired. Offeror must provide a complete comprehensive listing of all exceptions and assumptions made in preparing the offer using the Exceptions and Assumption Form (Appendix B). If any exception or assumption is not acceptable to the County, it may cause the offer to be rejected. Assumptions regarding facts or technical details will be considered; assumptions regarding contract negotiation or regarding interpretation, contract or solicitation terms, conditions, or requirements will not be considered. The absence of identified exceptions or assumptions shall mean offeror meets all solicitation requirements in every respect and will execute the contract as shown.

10. **Question:** Does prevailing wage apply to this contract?

*Answer: No.*

END OF ADDENDUM NO. 1