



**Request for Proposals  
2026-020**

**Kitsap Housing Services and  
Homelessness Prevention  
for Youth and Young Adults**

**Proposal Deadline: May 25, 2026**

**Release Date**

4/27/2026

**Issuing Agency**

This Request for Proposals (RFP) is issued by the Kitsap County Department of Human Services, herein after referred to as “the County.”

**Timeline**

4/27/2026 – 5/11/2026	RFP issued & advertised
<b>05/11/2026 (3:00 PM PDT)</b>	<b>Letters of intent due</b>
5/14/2026 (3:00 PM PST)	Questions due
5/20/2026	Addendum posted (if questions received)
<b>5/25/2026 (3:00 PM PDT)</b>	<b>Proposals due</b>
5/25/2026 – 6/01/2026	Proposal review & selection process
6/02/2026	Announcement of winning proposal
6/03/2026 – 6/30/2026	Contracting process
7/01/26	Contract begins

**Summary**

Kitsap County (hereinafter referred to as “the County”) is offering this Request for Proposals, seeking applications from qualified agencies for the provision of specific services program types (rapid re-housing, homelessness prevention, and/or diversion) for youth (under the age of 18) and young adults (ages 18-24) that support the goals identified in the Homeless Crisis Response and Housing Plan, including:

- Engage in creative problem solving with clients experiencing housing instability
- Provide supportive services to households facing eviction
- Prevent discharge to homelessness from systems of care

- Use data-driven risk-based prioritization
- Prioritize individualized, needs-based housing placement
- Use evidence-based practices
- Reduce barriers to program access/entry

Priority shall be given to low-barrier programs as defined in the [CHG Guidelines](#):

- Has flexible intake schedules and requires minimal documentation.
- Has realistic and clear expectations. Rules and policies are narrowly focused on maintaining a safe environment and avoiding exits to homelessness.
- Does not have work or volunteer requirements.
- At the minimum, homeless households are not screened out based on the following criteria:
  - Having too little or no income
  - Having poor credit or financial history
  - Having poor or lack of rental history
  - Having involvement with the criminal justice system
  - Having active or a history of alcohol and/or substance use
  - Having been impacted or affected by a crime
  - The type or extent of disability-related services or supports that are needed
  - Lacking ID or proof of U.S. Residency Status
  - Other behaviors that are perceived as indicating a lack of “housing readiness,” including
  - resistance to receiving services
- Households are not terminated from the program for:
  - Failure to participate in supportive services or treatment programs
  - Failure to make progress on a housing stability plan
  - Alcohol and/or substance use in and of itself is not considered a reason for termination

Respondents should carefully review this RFP and the minimum program requirements for eligible types of homeless housing and services. It is the applicant’s responsibility to read and understand the funding requirements and restrictions.

### **Contract Term**

July 1, 2026 – June 30, 2027

### **Budget**

Anticipated funds available for this **Kitsap Housing Services and Homelessness Prevention for Youth and Young Adults** RFP are estimated to be \$380,000 cumulatively for the state fiscal year. It is anticipated that the County will contract with multiple organizations for provision of various programs providing eligible services for youth and young adults, with the average award amount anticipated to be \$50,000-\$100,000.

After awards for this RFP are announced, the winning respondent(s) to this RFP will be invited to provide an adjusted final budget.

### **Funding**

The Consolidated Homeless Grant (CHG) program is funded through the portion of document recording fees that are not retained locally and are transmitted to the Washington State Department of Commerce. Commerce distributes these funds back to counties through contracts for specific homeless

housing and services. These grant funds are administered by the Kitsap County Housing and Homelessness Division and sub-contracted to eligible service providers. Eligible uses of Consolidated Homeless Grants (CHG) are determined by the Washington State Department of Commerce in their periodically published CHG Guidelines.

### **Solicited Services**

Operation of a **housing services/homelessness prevention program for youth and young adults**.

The contracted program must adhere to the [CHG Guidelines](#) and the [Kitsap County Grant Guidelines Handbook](#). Both documents are updated periodically. Allowable program operations expenses are detailed in the Department of Commerce's Guidelines for the Consolidated Homeless Grant.

Funds will be sub-contracted for this program on the state fiscal year timeline (7/1/2026 – 6/30/2027). This is anticipated to be a one-year contract with no renewals.

### **Eligibility**

Eligible applicants/recipients include: local city or county governments, tribes, public housing authorities, IRS-certified non-profit 501(c)(3) agencies/providers of affordable housing, local development corporations, and faith-based organizations.

- Applicant organization and proposed program or project must be eligible to receive Consolidated Homeless Grant funds;
- Applicant must have the organizational and management capacity to carry out the proposed project;
- Demonstrate an active governing body or board of directors with skills and experience to provide leadership and direction to the agency;
- Demonstrate the legal, financial, and programmatic ability to administer the proposed program; and
- Meet the County requirements for contracting agencies such as insurance requirements, audit, and financial requirements.
- Applicant must have sufficient financial capacity; and
- Applicant must be able demonstrate a positive history of performance with prior grant funds and not be out of compliance with current grant awards.

### **Eligible Services**

- **Rapid Re-Housing:** Rapid Re-Housing (RRH) quickly moves households from homelessness into permanent housing by providing:
  - Housing Identification Services: Recruit landlords to provide housing for RRH participants and assist households with securing housing.
  - Financial Assistance: Provide assistance to cover move-in costs and deposits as well as ongoing rent and/or utility payments.
  - Case Management and Services: Provide services and connections to community resources that help households maintain housing stability.
- **Homelessness Prevention:** Homelessness Prevention (HP) helps households who are at risk of homelessness to maintain or obtain stable housing and avoid homelessness. Services include:
  - Housing Identification Services: Recruit landlords to provide housing for RRH participants and assist households with securing housing.

- Financial Assistance: Provide assistance to cover move-in costs and deposits as well as temporary rent and/or utility payments.
- Case Management and Services: Provide services and connections to community resources that help households maintain housing stability.
- **Targeted Prevention/Diversion**
  - Can include diversion from homelessness activities through problem-solving conversations, linkages to mainstream and natural supports, and/or flexible and light touch financial expenses (non-housing expenses that prevent homelessness)
  - Can include program operations expenses in the form of assistance for alternative housing options (e.g. Tiny House Village fees, home share, etc.)

### **Scope of Work**

The following allowable uses of funds outline the elements of the scope of work, including specific requirements. Additional details can be found in the Department of Commerce's Guidelines for the Consolidated Homeless Grant.

Operate a **housing services/homelessness prevention program for youth and young adults**, including providing progressive engagement case management for eligible households and working with these households to develop and carry out Housing Stability Plans.

Components of this program should include:

- Development and/or expansion of a housing services/homelessness prevention program for youth and young adults.
- This program should work to coordinate with other funding sources that could provide additional and/or future assistance for households enrolled in the program.
- Case management support should be provided for program households.
- Case management should include working with households to identify needs, resources, opportunities, and next steps through development of a Housing Stability Plan.

### **Administration**

Up to 15 percent of CHG Program costs over the course of the grant period may be used for administration. This limit must be reconciled before the end of the grant period.

Allowable administrative costs benefit the organization as a whole and cannot be attributed specifically to a particular program or to the homeless crisis response system. Administrative costs may include the same types of expenses that are listed in program operations (such as IT staff and office supplies), in the case that these costs are benefiting the agency as a whole and are not attributed to a particular program or the homeless system.

Allowable administrative expenses are detailed in the Department of Commerce's Guidelines for the Consolidated Homeless Grant.

### **Evaluation**

CHG Homelessness Assistance Programs should be considered a work in progress, with frequent internal evaluations to make necessary adjustments to ensure the efficacy of the programs. In addition, periodic check ins with partner agencies should be used to ensure that those partnerships support the efficacy of the program and that it is working for all parties.

- **Homeless Management Information System** - Washington State Department of Commerce has mandated that all agencies receiving state funding for homeless housing must also participate in HMIS.
- **Evaluation Tools** - Implement program evaluation tools to measure client satisfaction and program effectiveness.
- **Reporting** - Submit quarterly reports to Kitsap County. Provide additional reports and data as requested by Kitsap County.
- **Monitoring** - Periodic monitoring and evaluation by the County and by the Washington State Department of Commerce.

### Expectations of Contractor

- **Housing First** – the organizational mission and philosophy of the provider must be aligned with Housing First principles: everyone is housing ready and there should be minimal barriers or service participation requirements imposed on homeless people as a condition of entering housing.
- **Low Barrier** - Low barrier projects have realistic and clear expectations. Rules and policies are narrowly focused on maintaining a safe environment and avoiding exits to homelessness. Low barrier projects do not have work or volunteer requirements. The Consolidated Homeless Grant (CHG) guidelines include a definition of low barrier programs as it relates to this program.
- **Voluntary Services** - Programs must not terminate or deny services to households based on refusal to participate in supportive services. Supportive services are helping or educational resources that include support groups, mental health services, alcohol and substance abuse services, life skills or independent living skills services, vocational services, and social activities.
- **Progressive Engagement** - Whenever possible, households experiencing a housing crisis should be diverted from entering homeless housing programs through problem-solving conversations, linkages to mainstream and natural supports, and/or flexible, and light-touch financial assistance. Initial assessment and services should address the immediate housing crisis with the minimal services needed, and frequent re-assessment determines the need for additional services. Services are individualized and responsive to the needs of each household.
- **Systems Thinking** – the program is an essential component of the County’s homeless response system. To successfully operate the program, the selected provider must embrace a systems-thinking approach.
- **Data-informed** – the data collected will be used for ongoing and continuous system improvement. The provider must have strong commitment to data quality and a willingness to make data-informed decisions.
- **Flexible** – the program is a work in progress. Policies, procedures, and tools will need to be adjusted and refined over time.
- **Collaborative Approach** – the provider must have the ability to build and maintain strong and effective working partnerships homeless service providers, housing providers, and landlords.
- **Communication** – staff must have the ability to communicate how the system works to people experiencing homelessness, service providers, landlords, and the public.
- **Objectivity** – successful operation of the programs requires that the provider use consistency and fairness in applying all policies and procedures and use of tools.
- **Problem Solving** – the program provider must embrace a problem-solving approach to ending homelessness. To be effective, the provider must employ staff who are skilled at problem-solving and understand how to adopt a strengths-based and client-centered approach to all aspects of service delivery.

### Performance Measurement

Performance Measurements are established by the Washington State Department of Commerce and will be included in the sub-grantee contract.

## **Evaluation of Proposals**

### **Letter of Intent**

In order to be an applicant for this RFP, the applicant must submit a Letter of Intent no later than **3:00 PM 5/11/2026**, using the instructions below, stating the intention to submit a proposal in response to this Request for Proposals. The Letter of Intent must be accompanied by a summary of the applicant's experience in providing the types of services outlined in this Request for Proposals.

If only one qualified applicant submits a Letter of Intent, Kitsap County reserves the right to substitute the bid proposal and review process with a sole-source contract process. In this event, the sole bidder will be contacted to initiate the sole-source contract process.

### **Proposal Information**

Proposals should include:

- 1) Introductory Letter including the organization name, address, contact person, email, and reason your organization should be selected for this work.
- 2) Statement of qualification, including:
  - Organizational experience and workload – include a detailed description of similar programs successfully undertaken and implemented.
  - Program supervisory personnel experience.
- 3) Project Approach: A written description (2 - 4 page narrative) of your approach to designing, implementing and operating this program. Proposals should respond with specific details about how each of the listed elements of the **Housing Services for Youth and Young Adults** Program will be addressed. Include information about:
  - how the program addresses objectives identified in the [2025-2020 Kitsap County Homeless Housing Plan](#);
  - program philosophy and methodology;
  - program management;
  - staffing levels, including job descriptions of personnel planned for the programs;
  - anticipated partnerships with other Kitsap agencies;
  - data collection methods;
  - and program evaluation methods.

Priority shall be given to low-barrier programs as defined in the [CHG Guidelines](#).

#### 4) Program Implementation and Operation Timeline

- 5) Budget Proposal on an annualized basis including:
  - program operations costs,
  - rental assistance costs, and
  - administration costs.

6) References

7) Exhibit A Bidders Certification

Kitsap County encourages disadvantaged, minority, and women-led organizations to respond. Two (2) copies of Proposal with the solicitation number and name clearly indicated must be submitted to:

**By Mail**

Glen McNeil  
Kitsap County Department of  
Administrative Services  
Purchasing Office  
614 Division Street MS-7  
Port Orchard, WA 98366

**OR**

**Express, Courier, or Hand delivery**

Glen McNeil  
Kitsap County Department of Administrative  
Services  
Purchasing Office – Fourth Floor  
619 Division Street  
Port Orchard, WA 98366

**OR**

**By email (preferred):** Attention Glen McNeil at [Purchasing@kitsap.gov](mailto:Purchasing@kitsap.gov)

**Submittals must be received in the Purchasing Office no later than 3:00 p.m. PDT on May 25, 2026.**

Submittals received after this date will be returned unopened.

**Clarifications**

Any questions, requests for additional information, or requests for clarification regarding this request for proposals will be accepted via e-mail by Glen McNeil at [Purchasing@kitsap.gov](mailto:Purchasing@kitsap.gov) until 3:00 PM May 14, 2026. Answers to any questions received will be posted as an Addendum by May 20, 2026.

**Selection Criteria**

Responses will be evaluated, and the contractor(s) will be selected based on the following criteria:

- 1) The applicant's approach, plan of work, recommended schedules, and suggested responsibility assignments and staffing levels.
- 2) How the program addresses objectives identified in the [2025-2020 Kitsap County Homeless Housing Plan](#);
- 3) Qualifications and experience in providing the requested services as exemplified by past projects.
- 4) Knowledge of and experience in implementing and operating homeless programs.
- 5) Experience and ability to form partnerships with other Kitsap agencies serving homeless clients.
- 6) Budget.

Kitsap County shall make the final determination of the most qualified applicant to negotiate a contract with. Prior to final selection, the Proposal Review Panel may select a short list and interview prospective applicants and/or may require submittal of further documentation regarding the applicant's capabilities and qualifications. Dates and times for those interviews are to be determined. The contract will be issued by Kitsap County as a Consolidated Homeless Grant sub-contract. All standard provisions of a Consolidated Homeless Grant sub-contract will apply.

**Reservations**

Kitsap County reserves the right to reject any and all proposals, and to waive informality, technical defect, or clerical error in any proposal, as the interest of Kitsap County may require. All costs incurred in the preparation of the proposal will be borne entirely by the submitter. All materials submitted to Kitsap County become the property of Kitsap County and become public record.



**EXHIBIT A  
 BIDDER CERTIFICATION**

**Purchasing Department**  
 619 Division St., MS-7  
 Port Orchard, WA 98366  
 Phone: (360) 337-4789  
 Purchasing@co.kitsap.wa.us

All information requested below must be provided. Failure to properly complete, sign and return this Bidder's Certification form may cause the bid to be rejected. Bidder, through the duly authorized undersigned representative ("Representative") makes this certification as a required element of submitting a responsive bid. Bidder certifies, to the best of its knowledge and belief, that the following are true, complete, correct, and made in good faith:

BIDDER AND REPRESENTATIVE INFORMATION			
Legal Name of Bidder: (Provide <i>full legal</i> name)			
Bidder's Trade Names			
Bidder's Street Address:			
Bidder's Website			
Bidder Organization Type: (Check <i>applicable</i> box)	Corporation:	<input type="checkbox"/> Domestic	<input type="checkbox"/> Foreign
	Limited Liability Company (LLC):	<input type="checkbox"/> Domestic	<input type="checkbox"/> Foreign
	Partnership:	<input type="checkbox"/> Domestic	<input type="checkbox"/> Foreign
	Sole Proprietorship:	<input type="checkbox"/>	
State and Date of Formation:	Identify the state where the corporation, LLC, or partnership is formed – e.g., 'Washington' if domestic and the name of the state if 'Foreign' (i.e., not Washington)		
Federal Tax ID No.			
Washington State UBI No.			
State Industrial Acct ID No.			
Name/Title of Bidder's Representative:			
Representative's Address:			
Representatives Phone Nos			
Representative's Email Address:			

Identify all Addenda received by Bidder:	Addendum No/Date Addendum No/Date Addendum No/Date Addendum No/Date Addendum No/Date
Did an outside individual/agency assist with the bid preparation? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please identify the individual/agency:	

1. UNDERSTANDING. Bidder certifies that Bidder has read, thoroughly examined, and fully understands all of the provisions, requirements and scope of the Solicitation (including all exhibits and attachments), the extent the local conditions affect the services to be provided, and the terms and conditions of the Contract and any amendments or clarifications to the Solicitation, and agrees to abide by the same. Bidder will make no claim against the County based upon ignorance of conditions or misunderstanding of the solicitation documents, or the goods and/or services to be provided.
  
2. ACCURACY. While the County has used considerable efforts to ensure the information in the solicitation is accurate, the County does not guarantee or warrant the information to be accurate nor is it necessarily comprehensive or exhaustive. Nothing in this solicitation is intended to relieve the Bidder from forming their own opinions and conclusions with respect to the matters addressed in the solicitation. Bidder certifies that Bidder has carefully prepared and reviewed its bid and fully supports the accuracy of the same. Bidder understands and acknowledges that the County shall not be responsible for any errors or omissions on the part of Bidder in preparing its bid and that the continuing compliance with these statements and all requirements of the Solicitation are conditions precedent to the award or continuation of the resulting Contract.
  
3. LEGAL CONSIDERATION. Bidder understands and acknowledges that it is the Bidder's responsibility to comply with all applicable federal, state, and local laws, ordinances, rules, and regulations applicable to the goods and services to be provided under this Solicitation.
  
4. LIABILITY FOR ERRORS. While the County has used considerable efforts to ensure the information in the solicitation is accurate, the County does not guarantee or warrant the information to be accurate nor is it necessarily comprehensive or exhaustive. Nothing in this solicitation is intended to relieve the offeror from forming their own opinions and conclusions with respect to the matters addressed in the solicitation.
  
4. LIABILITY FOR ERRORS. While the County has used considerable efforts to ensure the information in the solicitation is accurate, the County does not guarantee or warrant the information to be accurate nor is it necessarily comprehensive or exhaustive. Bidder understands and acknowledges that nothing in this solicitation is intended to relieve the Bidder from forming their own opinions and conclusions with respect to the matters addressed in the solicitation.
  
5. NO COLLUSION OR ANTI-COMPETITIVE PRACTICES. Bidder certifies that Bidder has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this Solicitation. Bidder

certifies that Bidder's bid prices have been arrived at independently, without engaging in collusion, bid rigging, or any other illegal activity, and without for the purpose of restricting competition any consultation, communication, or agreement with any other bidder or competitor relating to (a) those prices, (b) the intention to submit a bid, or (c) the methods or factors used to calculate the prices offered. Bidder certifies that Bidder has not been and will not knowingly disclose its bid prices, directly or indirectly, to any other bidder or competitor before award of a Contract, unless otherwise required by law. Bidder certifies that Bidder has made no attempt and shall not make any attempt to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition. However, Bidder may join with other persons or organizations for the purpose of presenting a bid.

6. FIRM OFFER. Bidder certifies that its bid, attached hereto, is a firm offer which cannot be withdrawn for a period of **ninety (90)** days following the bid due date and time. County may accept such bid, with or without further negotiation, at any time within such period. In the event of a protest, Bidder's bid shall remain valid for such period or until the protest and any related court action is resolved, whichever is later.
7. CONFLICT OF INTEREST. Bidder certifies that, in preparing this bid, Bidder has not been assisted by any current or former employee of the County whose duties relate (or did relate) to this Solicitation, or prospective Contract, and who was assisting in other than his or her official, public capacity. Neither does such a person nor any member of his or her immediate family have any financial interest in the outcome of this bid.
8. NO REIMBURSEMENT. Bidder certifies that Bidder understands that the County will not reimburse Bidder for any costs incurred in preparing, submitting, developing, demonstrating, presenting, negotiating, or providing a response, and/or samples, for this solicitation. All such activities are done at the bidder's own expense.
9. PERFORMANCE. Bidder certifies that Bidder understands that its submittal of a bid and execution of this Bidder's Certification certifies bidder's willingness to comply with the Contract, if awarded such. By submitting this bid, Bidder hereby offers to furnish the goods and/or services solicited pursuant to this Solicitation in compliance with all terms, conditions, and performance requirements contained in this Solicitation and the resulting Contract.
10. PUBLIC RECORDS. Bidder understands and acknowledges that all bids and other records submitted to the County in response to the Solicitation are the property of the County and subject to the Public Records Act (Act), chapter 42.56 RCW. If a bidder considers any portion of its bid, electronic or hard copy, to be protected from inspection and copying under Washington law, it is the responsibility of the bidder to specifically identify each page and item the bidder claims to be exempt from disclosure. If the County receives a request under the Act to inspect or copy the information that has been identified by the bidder as exempt from disclosure, the County's sole obligation will be to make a reasonable effort to notify the bidder of the request and the date the exempt information will be released to the requestor unless the bidder 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. The County has, and by this section assumes, no obligation to claim any exemption from disclosure under the Act on behalf of the bidder. The County will not be liable to the bidder for the County's release of records that have been marked by the bidder as exempt.

11. INSURANCE. Bidder certifies that Bidder will provide a current, valid Certificate of Insurance for each and all of the required insurance coverages as specified in the Contract within the timeframe requested by the County, but no later than the execution date of the Contract.

12. DEBARMENT. Bidder certifies as follows (must check one):

- NO DEBARMENT.* Bidder and/or its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from contracting with any federal, state, or local governmental entity; OR
- DEBARRED.* As detailed on the attached explanation (Bidder to provide), Bidder and/or its principals presently are debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from contracting with a federal, state, or local governmental entity.

13. CRIMINAL OFFENSE, CIVIL JUDGMENT. Bidder certifies as follows (must check one):

- NO CRIMINAL OFFENSE, CIVIL JUDGMENT.* Bidder and its officers, directors, and managers have not, within the three (3) year period preceding the date of this Solicitation, been convicted or had a civil judgment rendered against Bidder or such officers, directors, and managers for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a governmental contract; violation of any federal or state antitrust statute; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. Bidder further certifies that Bidder, and its officers, directors, and managers are not presently indicted or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in this paragraph; OR
- CRIMINAL OFFENSE, CIVIL JUDGMENT.* As detailed on the attached explanation (Bidder to provide), within the three (3) year period preceding the date of this Solicitation, Bidder or its officers, directors, or managers have been convicted or had a civil judgment rendered against Bidder or such officers, directors, or managers for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a governmental contract; violation of any federal or state antitrust statute; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

14. WAGE THEFT PREVENTION. Bidder certifies as follows (must check one):

- NO WAGE VIOLATIONS.* Bidder has NOT been determined by a final and binding citation and notice of assessment issued by the Washington 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 chapters 49.46, 49.48, or 49.52 RCW within three (3) years prior to the above-referenced Solicitation date; OR
- VIOLATIONS OF WAGE LAWS.* Bidder has been determined by a final and binding citation and notice of assessment issued by the Washington 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, a provision of chapters 49.46, 49.48, or 49.52 RCW within three (3) years prior to the above-

referenced Solicitation date.

15. TERMINATION FOR DEFAULT OR CAUSE. Bidder certifies as follows (must check one):

- NO TERMINATION FOR DEFAULT OR CAUSE.* Bidder has not, within the three (3) year period preceding the date of this Solicitation, had one (1) or more federal, state, or local governmental contracts terminated for cause or default; **OR**
- TERMINATION FOR DEFAULT OR CAUSE.* As detailed on the attached explanation (Bidder to provide), within the three (3) year period preceding the date of this Solicitation, Bidder has had one (1) or more federal, state, or local governmental contracts terminated for cause or default.

16. TAXES. Bidder certifies as follows (must check one):

- TAXES PAID.* Except as validly contested, Bidder is not delinquent and has paid or has arranged for payment of all taxes due by the Bidder and has filed all required returns and reports as applicable; **OR**
- DELINQUENT TAXES.* As detailed on the attached explanation (Bidder to provide), Bidder has not paid or arranged for payment of all taxes due by the Bidder and/or has not timely filed all required returns and reports as applicable.

17. LAWFUL REGISTRATION. Bidder, if conducting business other than as a sole proprietorship (e.g., Bidder is a corporation, limited liability company, partnership) certifies as follows (must check one):

- CURRENT LAWFUL REGISTRATION.* Bidder is in good standing in the State of Washington and the jurisdiction where Bidder is organized, including having timely filed all required annual reports; **OR**
- DELINQUENT REGISTRATION.* As detailed on the attached explanation (Bidder to provide), Bidder currently is not in good standing with the State of Washington and/or the jurisdiction where Bidder is organized.

18. REGISTRATION WITH WASHINGTON STATE DEPARTMENT OF REVENUE. Bidder certifies as follows (must check one):

- BIDDER IS REGISTERED WITH WASHINGTON STATE DEPARTMENT OF REVENUE.* Bidder is registered with the Washington State Department of Revenue, has a business license to do business in Washington, and has identified its Unified Business Identifier (UBI) number above.

OR

- BIDDER WILL REGISTER WITH WASHINGTON STATE DEPARTMENT OF REVENUE.* Bidder is not registered with the Washington State Department of Revenue but, if designated as the Apparent Successful Bidder, Bidder will register with the Washington State Department of Revenue and obtain a business license within twenty-four (24) hours of such designation or notification by County or be deemed a nonresponsive bid; **OR**
- BIDDER IS NOT REGISTERED WITH WASHINGTON STATE DEPARTMENT OF REVENUE.* Bidder is not registered with the Washington State Department of Revenue and Bidder declines to register with the Washington State Department of Revenue. *Note:* County requires all awarded bidders (including Washington firms and out of state firms) to be registered with the Washington State Department of Revenue. Bidders who are not registered will not be awarded a Contract.

19. SUBCONTRACTORS. Bidder certifies as follows (must check one):

- NO SUBCONTRACTORS.* If awarded a Contract, Bidder will not utilize subcontractors to provide the goods and/or services subject to this Solicitation; OR
- SUBCONTRACTORS.* As detailed on the attached explanation (Bidder to provide), if awarded a Contract, Bidder will utilize subcontractors to provide the goods and/or services subject to this Solicitation. In such event, Bidder certifies that, as to County, Bidder shall retain responsibility for its subcontractors, including, without limitation, liability for any subcontractor's acts or omissions. Bidder must provide the precise legal name (including state of organization), business address, and federal tax identification number for each subcontractor. Do not provide any social security numbers.

20. REFERENCES. Bidder certifies the references provided to the County have worked with Bidder and that such individuals and firms have full permission, without any additional requirement or release, to provide such references and information to the County. Bidder hereby authorizes the County (or its agent) to contact Bidder's references and others who may have pertinent information regarding Bidder's prior experience and ability to perform the Contract, if awarded. Bidder further authorizes such individuals and firms to provide references and release such information to the County.

21. REQUIRED LICENSES/CERTIFICATIONS. Bidder certifies that Bidder is fully licensed and certified (in good standing) for the type of work to be performed in Washington state as identified in the Solicitation at the time of the bid and will remain so throughout the Contract term.

22. AUTHORIZATION. The undersigned certifies that he/she is an authorized representative of the Bidder identified above; is authorized to submit this bid and make these certifications on behalf of the Bidder; and further certifies under penalty of perjury under the laws of the State of Washington, that the certifications herein are true and correct and made in good faith:

Bidder's Signature (*Authorized Representative*): \_\_\_\_\_

Print Name and Title of Signer: \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_