



**ADDENDUM #2
REQUEST FOR QUALIFICATIONS 2010-104
ANNUAL FACILITY INSPECTIONS AT THE
OLYMPIC VIEW TRANSFER STATION (OVTS)
KITSAP COUNTY, WA**

TO: All RESPONDENTS

CLOSING DATE: MARCH 11, 2010 @ 3:00 PM (**CHANGED**)

REFERENCE NO.: 2010-104 – REQUEST FOR PROPOSAL

FROM: R'LENE J. ORR, PURCHASING & RECORDS MANAGER

DATE: February 22, 2010

The following are answers to questions submitted to Kitsap County by February 19, 2010 @ 3:00 pm pst for the above referenced project:

1. "Cost Competitiveness" is listed as one of the four criteria for award in the RFQ. Could you clarify what specifically is required for this RFQ? Does the County wish to see a table of proposed staff members with anticipated hours and/or billing rates per staff members?

Kitsap County is seeking a Statement of Qualifications and an estimate of the hours the firm anticipates using to complete the assigned tasks. Firms should provide a list of team members and their qualifications. A list showing the estimated hours and billing rates by team member may be included, but is not required. Firms are encouraged to include any assumptions, and any details about their recommended approach, including any special features of their proposal, as a means of differentiating their proposal.

2. During the walk-through it was stated that the contract is for a two year period. With respect to Level of Effort - is it appropriate to assume for purposes of the RFP that we should propose for two annual assessments and two annual records reviews?

In order to address the scope of work required over the two-year contract period, firms should assume two annual comprehensive inspections (Task 1) and one annual records review (Task 2).

3. Does the County require registered professionals (e.g., P.E.s, R.A.s) to conduct the inspections?

Team members who perform the inspections must be registered professionals or work under the supervision of registered professionals.

4. What is the estimated number of hours for a two year term?

Firms are asked to include an estimate of hours with the Statement of Qualifications.

5. Do you want a detailed estimate by specialty?

A detailed estimate of hours by specialty may be included, but it is not required.

6. Is the contract liability insurance specified in Kitsap County's contract language required?

Yes. Kitsap County's indemnification and insurance clauses are included in the bid package.

7. Is the vendor responsible for providing access to the roof?

Access to the roof is not required in the scope of this project.

8. Is the vendor responsible for inspecting the transfer building floor?

The visible portion of the transfer building floor should be inspected as part of this project.

9. Are there any conveyor belts included in the inspection?

There are no conveyor belt systems at the facility.

10. Will the previous contractor's inspection report(s) be available for review?

Copies of a previous report were provided to attendees at the site visit on January 10 and February 12.

11. Are we looking for code compliance?

Visible code violations should be noted as part of the inspection.

12. Are the windows in the tipping room supposed to be cleaned?

The cleanliness of the windows in the transfer station building should be noted as part of the inspection.

13. How are utilities paid? And by whom?

Utilities are paid by the operator.

14.. Is there a booster system on the fire suppression system?

No.

15. Does Waste Management hold the records for Fire Department inspections?

Yes.

16. Are examples of the records to be reviewed available during the site visit?

No. A copy of a previous inspection report is provided. That report makes it clear which records are to be reviewed, and includes the contractor's comments about the level of availability and organization of the records.

17. Does the scope include follow-up meetings or activities to assist in communicating or negotiating with Waste Management?

No.

18. Can the County clarify the level of inspection and report they require? For example, are cost detailed estimates to repair noted deficiencies needed? What level of inspection is required? Visual only, visual with limited Non Destructive Testing (i.e., light meters, temperature sensor, no electrical testing, no removing equipment covers), etc? What level of structural inspection is expected?

The scope is intended to cover visual inspection and simple limited non-destructive tests. Equipment covers must be removed by the selected contractor as needed to inspect equipment.

The development of detailed cost estimates to repair noted deficiencies is beyond the scope of this project.

19. Are all facilities to be inspected identified in the bid package? What are the boundaries of the facility?

All of the structures to be included are identified in the bid package. The boundaries of the facility include everything inside the fence line, with the exception of the railroad track, which is owned and operated by a separate party.

20. Is the rail line part of the inspection?

No.

21. During the February 12 pre-proposal meeting, it was noted that inspection of stormwater systems and pumps will be required. Will entry of the systems (i.e., confined space entry) be required?

No. Entry into permitted confined spaces is not required as a part of this project. However, based on the proximity to confined spaces such as pump vaults, personnel should be trained to recognize actions that would trigger confined space permit requirements, and to use applicable safety precautions.

22. Do drainage lines need to be scoped as part of the inspection?

No. Scoping drainage lines with a camera or other device is beyond the scope of this contract.

Visual inspection of catch basins and pretreatment devices is included. Testing the operation of below-ground pumps and alarms is included.

23. Are the square footages for inspected buildings, length of rail spurs available? During the walk-through it was mentioned drawings would be posted and available?

Approximate Building Sizes:

Transfer Building = 49,112 ft²

Transfer Station Office Building = 1,840 ft²

Scale House = 324 ft²

Special Waste Area = 2,750 ft²

Facility drawings will be made available to the selected contractor. During the February 12 site meeting, Kitsap County stated that we would review drawings and provide building sizes as part of the response to questions. We did not state that we would post facility drawings online, nor do we intend to do so.

Since inspection of the rail spur is not included within the scope of this project, the length of the rail spur is not provided.

24. Does the County expect that the scales will be physically inspected and certified as part of this assessment? Or does the County expect that the records review will confirm that appropriate testing and certification has been completed according to State Regulations?

Scale inspection and certification is not included in the scope of this project. The selected contractor is required to confirm that scale inspection, maintenance, and certification records are maintained as part of the biannual records review.

25. What type of fire suppression system is in place?

There is a single dry pipe sprinkler system with 1,042-gallons of air capacity serving the Transfer Building and Transfer Station Office Building.

26. Are the ponds a part of the scope?

Yes.

27. Are any of the doors motorized?

Yes.

28. Does the County have a preferred format for the inspections report, records review, and punch list? A sample Inspection Summary was provided: is this a preferred format for the inspection report? Is the format of the report supplied what you want?

The format of the previous report is provided as an example of the scope and level of detail that is anticipated. The format is subject to change based upon the recommendation of the selected firm and acceptability to the County.

29. Does the County have preferred facility information management system software (e.g. Builder, Maximo, internally developed, etc.)? Will entry of information collected as part of this activity into the software system be required?

Kitsap County does not specify method(s) a contractor may use to manage facility information, nor do we specify the use of any specific software.

30. May we have a copy of the previous budget for this project?

The previous inspections were included under the scope of a broader project. Therefore previous costs are not available.

31. Will we be able to informally interview personnel on site for added details?

If the question pertains to the opportunity to interview site personnel as a means for the selected contractor to obtain added details as part of the inspections, the answer is yes.

If the question pertains to the opportunity to interview site personnel to obtain added details prior to responding to this Request for Proposal, the answer is no. Kitsap County's purchasing procedures specify applicable deadlines by which questions must be asked and responses must be provided.

There are no other changes to the original specifications other than what is noted above. Acknowledgement of receipt of this and all ADDENDUM is required.

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***NEW OFFICE HOURS:
M - TH 8:00 AM - 5:00 PM
Effective May 4th, 2009***

END OF ADDENDUM #2