



ADDENDUM #1

**REQUEST FOR PROPOSAL 2010-136
KITSAP COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICES
PURCHASING DIVISION**

TO: All RESPONDENTS

CLOSING DATE: August 2, 2010 AT 12:00 NOON (**UNCHANGED**)

REFERENCE NO.: 2010-136 Request for Proposal Kitsap County Developmental
Disabilities Community Capacity Building Projects

FROM: LINDA NELSON, BUYER

DATE: JULY 13, 2010

The following are changes to the above referenced Request for Proposal

1. Proposal Sheets Attached:

- B. Proposal Budget
- C. Proposal Budget Example
- D. Proposal Spending Plan for Salaries and Wages
- E. Proposal Spending Plan for Salaries and Wages Example

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.

END OF ADDENDUM #1

PROPOSAL BUDGET

Agency Name

Program Name

REVENUE DESCRIPTION	AMOUNT
Kitsap County Millage Funds	
Other Funds (specify and use attachments as necessary)	
Other Funds (specify and use attachments as necessary)	
Other Funds (specify and use attachments as necessary)	
TOTAL ESTIMATED REVENUE	\$0.00

EXPENSE	CODE	EXPLANATION	2010 COUNTY MILLAGE	TOTAL MILLAGE REQUEST
Salaries	10			\$0.00
Personnel Benefits	20			\$0.00
Office & Operating Supplies	31			\$0.00
Small Tools & Minor Equipment	35			\$0.00
Professional Services	41			\$0.00
Communications	42			\$0.00
Travel	43			\$0.00
Advertising	44			\$0.00
Operating Rentals & Leases	45			\$0.00
Insurance	46			\$0.00
Utility Services	47			\$0.00
Repairs & Maintenance	48			\$0.00
Miscellaneous	49			\$0.00
				\$0.00
				\$0.00
TOTAL EXPENSES			\$0.00	\$0.00

Contractor Signature

Attachment C

PROPOSAL BUDGET -- EXAMPLE

Acme Services
Agency Name

Peninsula
Information & Referral
Program Name

		REVENUE DESCRIPTION	AMOUNT
Kitsap County Millage Funds			\$20,300.00
Other Funds			\$15,000.00
(specify and use attachments as necessary)		United Way	
Other Funds			
(specify and use attachments as necessary)			
Other Funds			
(specify and use attachments as necessary)			
TOTAL ESTIMATED REVENUE			\$35,300.00

EXPENSE	CODE	EXPLANATION	2010 COUNTY MILLAGE	TOTAL MILLAGE REQUEST
Salaries	10	see salaries plan	\$14,000.00	\$14,000.00
Personnel Benefits	20	20% of salaries	\$2,800.00	\$2,800.00
Office & Operating Sup	31	printer paper, pens, miscellaneous office supplies	\$225.00	\$225.00
Small Tools & Minor Ed	35	file cabinet, calculator, printer	\$500.00	\$500.00
Professional Services	41	15% of accountant services	\$375.00	\$375.00
Communications	42	telephone for I & R line	\$400.00	\$400.00
Travel	43	mileage and per diem	\$500.00	\$500.00
Advertising	44	classified ad for staff position	\$100.00	\$100.00
Operating Rentals & Le	45	15% of agency rent	\$800.00	\$800.00
Insurance	46	15% of agency insurance	\$150.00	\$150.00
Utility Services	47	15% of agency utilities	\$175.00	\$175.00
Repairs & Maintenance	48	15% of agency repairs	\$100.00	\$100.00
Miscellaneous	49	registration, tuition, dues	\$175.00	\$175.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
TOTAL EXPENSES			\$20,300.00	\$20,300.00

