



**REQUEST FOR QUOTE  
2017-113**

**KITSAP COUNTY  
PARKS DEPARTMENT**

**REQUEST FOR QUOTE: KITSAP COUNTY 2017 FAIR TENT RENTALS  
DELIVERY, SETUP AND TEAR DOWN**

**RESPONSE DEADLINE: WEDNESDAY, APRIL 5, 2017 at 3:00PM**

**The Kitsap County Purchasing Office** is soliciting quotes for the Rental of Tents and Sidewalls for the Kitsap County 2016 Fair and Stampede.

**DESCRIPTION:**

Vendor is to provide all tents, equipment, materials and labor, to include delivery, set-up and removal. Free Standing frame tents only - no pole style tents. All tents are to be weighted; stakes may be used as needed. All tents and side walls must be flame retardant with tag. All tents and side walls must be professional in appearance, free of stains, tears and patching, and must meet County staff approval.

**Tents are to be delivered and set up no later than Monday, August 21, 2017.  
Tents are to be taken down and removed by Monday, August 28, 2017.**

Quotes will be accepted in the Purchasing Office, via fax (360) 337-4638 or delivered to Kitsap County Administration Building, fourth floor, 619 Division Street, Port Orchard, Washington, before the date and time indicated.

**PROPOSALS MUST BE** submitted separately. The quote number, the date and time of the response deadline, and the name and address of the respondent shall be clearly shown on the outside of the envelope or fax cover sheet.

**Please submit by mail to:**

Colby Wattling, Buyer  
Kitsap County Purchasing Office  
614 Division Street, MS-7  
Port Orchard, WA 98366

**OR**

**For hand delivery, express, or courier:**

Colby Wattling, Buyer  
Kitsap County Administration Building  
Purchasing Office – Fourth Floor  
619 Division Street  
Port Orchard, WA 98366

**Or hand-deliver**, Monday-Friday, 8AM to 5:00PM, to the Purchasing Office, Kitsap County Administration Building, Fourth Floor, 619 Division Street, Port Orchard, Washington.

Proposal/purchasing process questions may be directed to the contact listed below Monday-Friday, 8:00am to 5:00 pm, excluding holidays.

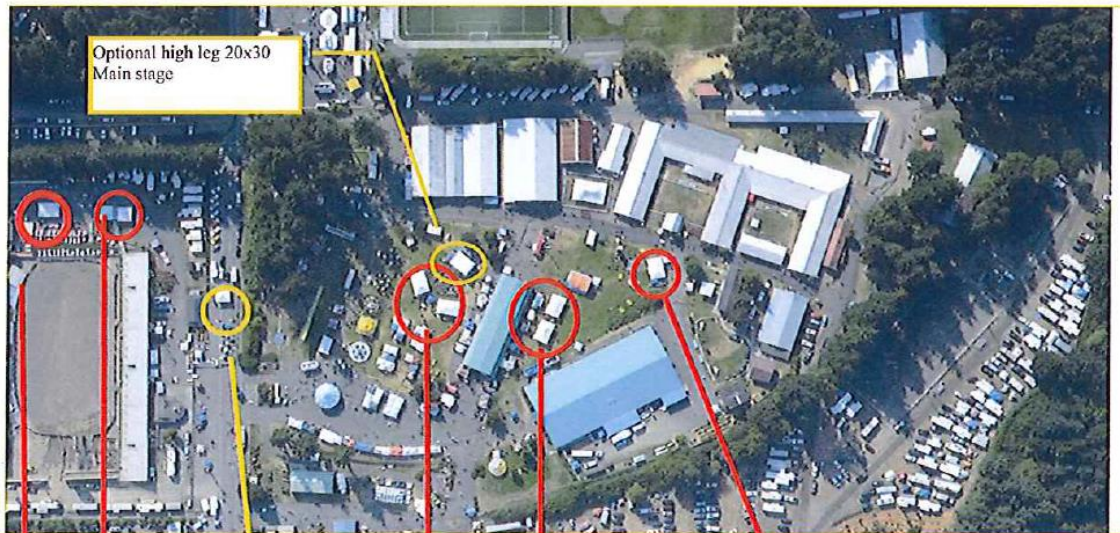
Colby Wattling

360-337-7036 or [cwattling@co.kitsap.wa.us](mailto:cwattling@co.kitsap.wa.us)

tent size	accessories	location	notes	style	color
20x30 10ft tall	1 30ft rear wall	Family stage	no front center pole	Frame	No preference
20x30 10ft leg	no side walls	dining 1		Frame	match to dining 2
20x30 10ft tall	no side walls	dining 2		Frame	matched to dining 1
20x30 tent 10ft tall	1 side wall-30ft	VIP shade	weights only	Frame	no preference
20x20 10ft leg		upper beer garden1	weights only	Frame	matched to upper 2
20x20 10ft leg		upper beer garden2	weights only	Frame	matched to upper 1
20x30 10ft leg	no side walls	main stage –shade 1	taller if possible	Frame	match to shade 2
20x30 10ft leg	no side walls	main stage – shade 2	taller if possible	Frame	match to shade 1
	Optional Tents	TBD			
20x20 10+ft leg	3 side walls	beer garden stage	weights only - setup to move – no front center pole	Frame	No preference
Tallest legs possible	no side walls	Mainstage Tent	14 ft. if not available substitute on quote with available height – no front center pole – we can supply 4 eco blocks frame no guy wires		
must bring additional weights for at least 2 tents in case of stake issues	Please bring additional 4 side walls for weather issues				

Additional Requirements: It is preferred to have as few legs as possible, and that the tents are as high as possible, in case of inclement weather. Please supply 4 side additional walls for use if needed. In case of staking issues please supply extra weights for at least 2 tents.

Additional Information: A multiyear contract may be considered.



Optional high leg 20x30  
Main stage

TWO 20x20 tents  
(2) Upper Beer  
garden 1 & 2  
Weights  
10 ft leg

Optional -  
Customer to place  
Please assemble  
on side of road.  
20x20 10 ft leg  
3 side walls  
beer garden  
stage. Weights  
only. Set to  
move

20x30 VIP shade  
tent 10 ft legs  
weights no center  
legs

TWO 20x30 tents  
10 ft tall legs  
Stage Shade 1  
Stage Shade 2  
Staked

TWO 20x30 tents  
10 ft tall legs  
Dining 1  
Dining 2  
Staked

20x30 tent  
band shell  
10 ft tall legs  
No center legs  
Back wall  
Staked

The undersigned Vendor proposes to furnish Kitsap County Fair and Stampede with Tent rentals, delivery set-up and tear down per the specifications. To be delivered to Kitsap County Fair, 1200 NW Fairgrounds Road, Bremerton, WA 98311.

Rentals cost \$ \_\_\_\_\_

Sales Tax: \$ \_\_\_\_\_

Delivery, Setup & Tear Downs \$ \_\_\_\_\_

Total Cost \$ \_\_\_\_\_

This proposal is made in accordance with the published description of work and warrants, receipt of which is hereby acknowledged, and is offered in accordance with Request for Quote authority by the Kitsap County Purchasing Office.

\_\_\_\_\_

Print company name

**SIGNATURE** \_\_\_\_\_

Date

**PRINTED NAME** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**Tax ID #** \_\_\_\_\_

**PHONE** \_\_\_\_\_ **FAX** \_\_\_\_\_

**ADDENDA RECEIPT**

Receipt of the following addenda to the subject solicitation documents is hereby acknowledged:

<u>Addendum Number</u>	<u>Date of Receipt of Addendum</u>	<u>Signed Acknowledgement</u>
<u>1</u>	_____	_____
<u>2</u>	_____	_____