



**REQUEST FOR QUOTE  
2016-150**

**KITSAP COUNTY  
PARKS DEPARTMENT**

**REQUEST FOR QUOTE: KITSAP COUNTY 2016 FAIR TENT RENTALS  
DELIVERY, SETUP AND TEAR DOWN**

**RESPONSE DEADLINE: July 29, 2016 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. Partial quotes will be accepted.

**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 by Thursday, August 18, 2016.  
Tents are to be taken down and removed by Monday, August 29, 2016.**

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 30 ft rear wall	Family stage	no front center pole	Frame	No preference
20x30 10ft tall	no side walls	VIP shade	taller if possible-weights only	Frame	No preference
20x30 10ft tall	no side walls	main stage -shade1		Frame	matched to shade 2
20x30 10ft tall	no side walls	main stage -shade2		Frame	matched to shade 1
20x20 10 ft leg	1 side wall	upper beer garden1		Frame	matched to upper 2
20x20 10 ft leg	1 side wall	upper beer garden2		Frame	matched to upper 1
20x20 10 ft leg	3 side walls	beer garden stage	weights only*set-up to move* No front legs	Frame	No preference
20x30 10 ft leg	no side walls	dining 1		Frame	match to dining 2
20x30 10 ft leg	no side walls	dining 2		Frame	match to dining 1
20x20 10+ ft leg	no side walls	Predators/road	weights only - setup to move	Frame	No preference
20x30 12 ft + leg	rear wall	Arena stage	May be able to accommodate shorter legs going over a 4 ft stage* weights		
must bring additional weights for at least 2 tents in case of stake issues	Please bring additional 4 side walls for weather issues				

Tents Requested:

**Please bring weights in case tents cannot be staked.**

**Please bring additional 4-sides walls for weather issues.**

**Delivery: August 18, 2016**

**Pick-up: August 29, 2016**

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.

**BIDDER**

\_\_\_\_\_ **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>	_____	_____