

REQUEST FOR PROPOSALS (RFP) NO. P260002
Consulting Services for Utility Allowance Schedules
For the Bremerton Housing Authority (BHA)

ADDENDUM NO. 1

RFP Issued:	Addendum #1 Issued:	Submittals Due:
04/01/2026, WED	04/16/2026, THURS	4/29/2026, FRI, by 2:00 PM

The following clarifications are issued with this Addendum #1:

1. In order for us to accurately build the required timeline schedule for project completion, we respectfully request a building list for each property type, including square footage, year constructed, building address, and number of units.
 - The requested utility study is a general cost analysis for Kitsap & Mason counties and is not specific to the BHA owned properties. The information on our owned and partnership properties is not necessary for the awarded contractor to provide the utility schedules.
2. Is the intent for all 662 units of housing and 1,448 additional households managed under rental subsidies by BHA to be included in this contract?
 - The unit count and household information was strictly background detail on BHA's portfolio and while the utility cost analysis will be used for our voucher program, the units and households are not part of the scope of work, as mentioned, this is a general cost analysis of utilities for Kitsap & Mason Counties.
3. Will 1-3 years of the most recent utility bills be provided, or will we need to request these from the local utility providers, which may impact timeframe for completion?
 - Typically, BHA does not provide our utility bills for a Utility Allowance study. The contractor will need to reach out to the local utility providers for this information, this is not specific to our properties or vouchers, it is general information on utility costs for the requested areas. See attachment K (current utility schedules) to the solicitation for the format and types of information required.