

**RESOLUTION NO. 24-73**

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS  
AUTHORIZING STAFF TO ENTER INTO AN AGREEMENT FOR LEGISLATIVE  
LIAISON SERVICES

**WHEREAS**, the current contract with Doty & Associates, Inc., is coming to an end on December 31, 2024, so staff issued a Request for Proposal for Legislative Liaison Services; and

**WHEREAS**, on October 30, Kitsap Transit received two (2) proposals: Hemstad Consulting and Doty & Associates, Inc.; and

**WHEREAS**, both proposals were deemed responsive and were forwarded to Kitsap Transit's Evaluation Committee for review; and

**WHEREAS**, Kitsap Transit's Evaluation Committee evaluated the proposals based on experience, qualifications, past performance, and cost; and

**WHEREAS**, Procurement staff tabulated the score with Hemstad Consulting scoring 664.50 and Doty & Associates, Inc., scoring 906.35 out of a possible 1,000; and

**WHEREAS**, Procurement staff completed the responsiveness and responsibility checks, deeming Doty & Associates, Inc., responsive and responsible; and

**WHEREAS**, service costs for year-one (1) of the three-year contract is seventy-eight thousand dollars (\$78,000), plus reasonable expenses, and with an annual cost of living increase of 3.5% beginning year two (2) and thereafter; and

**WHEREAS**, the contract includes two (2) one-year (1-year) extensions in an amount still within the Executive Director's approval level; and

**WHEREAS**, staff recommends entering into contract KT 24-935 with Doty & Associates, Inc.


**NOW THEREFORE, BE IT RESOLVED** the Board of Commissioners hereby authorizes staff to enter into a contract with Doty & Associates, Inc., for Legislative Liaison Services for three (3) years with two (2) one-year (1-year) options; and

**BE IT FURTHER RESOLVED** that the Board of Commissioners delegates authority to the Executive Director to exercise the renewal options for year four (4) and year five (5).

**ADOPTED** by the Kitsap Transit Board of Commissioners at a regular meeting held on the 3<sup>rd</sup> day of December, 2024.

Signed by:  
  
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Greg Wheeler, Chairperson

ATTEST:

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Jackie Bidon, Clerk of the Board