

# *Request for Qualifications No. 2022-02*

## *Addendum 01 – Pre-Bid Conference Q&A*

This document is posted to capture the questions received, and agency answers provided, during the question and answer period of RFQ No. 2022-02, issued April 23, 2021.

All amendments, addenda, and notifications related to this procurement will be posted on the [OSPI website](#) (if this was an open procurement) and on the Washington Electronic Business Solution ([WEBS](#)) website. Additional questions concerning this procurement must be submitted to [contracts@K12.wa.us](mailto:contracts@K12.wa.us). Communication directed to other parties will be considered unofficial and non-binding on OSPI, and may result in disqualification of the Consultant.

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1. **Question:** Will the powerpoint be made avail to review?  
**Answer:** The slideshow is available in WEBS and on the [OSPI website](#). On the OSPI website, refer to the Updates column.
2. **Question:** I have a degree verification letter from my masters program from last summer (2020). Do I need to get an updated letter for 2021? Or does the letter from 2020 suffice?  
**Answer:** Any letter that establishes proof of degree or a copy of the degree itself is sufficient.
3. **Question:** Are there parameters around who can serve as references?  
**Answer:** Yes: please see [Section C.2\(C\) of RFQ 2022-02](#) available on the [k12.wa.us](http://k12.wa.us) website on the Competitive Procurements page for more details.
4. **Question:** Are the positions open to out of state candidates?  
**Answer:** This RFQ is open to candidates who reside outside of Washington State. Consultants who reside outside of Washington State who are awarded a contract will be responsible for the cost of travel to Washington State to fulfill the duties of their contract. Please see [Section A.7 of RFQ 2022-02](#) available on the [k12.wa.us](http://k12.wa.us) website on the Competitive Procurements page for more details.
5. **Question:** Not specifically about the RFQ, but more about the size and diversity of the pool. Most participants today are current CIPs. Can you share how we “marketed” these positions with our educator communities outside of OSS! ESD leads, etc. And did the larger community receive invitations to this informative meeting?  
**Answer:** We are leveraging our network of state and district leadership contacts, along with other professional education networks to notify potential candidates and direct them to access the RFQ. In compliance with RCW 39.26.150, OSPI posts all competitive contract opportunities on the state's enterprise vendor registration and bid notification



system: Washington's Enterprise Business Solutions website. Additionally, OSPI posts procurements on [OSPI's website](#), and in order to encourage participation among small, minority-, and woman-owned businesses, on the [Office of Minority and Women's Business Enterprises \(OMWBE\) website](#).

No questions or responses included in this document require any changes to the solicitation document; this document stands alone.