

# Request for Qualifications No. 2023-17

## Addendum 04 – Q&A

This document is posted to capture the questions received, and agency answers provided, during the question and answer period of RFQ No. 2023-17, issued April 21, 2023.

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:** I understand that the preferred contract is for 180 - 220 days of working with the assigned school district(s). However, is the expectation for the contractors to physically be present in schools/districts every day (i.e., 8 hours/day)?

**Answer:** There is no expectation that contractors be physically present in schools/districts every day or for 8 hours per day. However, there is an expectation that contractors meet in person, either on an occasional or regular basis, at the request of schools and districts they support, and for certain meetings that are required deliverables under the contract.

2. **Question:** Can the work be completed by those who have all of the WA state business and professional credentials and have employees who live outside of WA and possess all of the educational and work experience credentials outlined in the request?

**Answer:** All potential continuous improvement partner contractors who would conduct the work, whether residing in state or out of state, must have the minimally required professional credentials and qualifications listed in the RFQ. Any business wishing to conduct this work, whether a sole proprietorship or a company employing qualified potential contractors, must be, "Licensed to do business in the State of Washington. If not licensed, provide a written intent to become licensed in Washington within thirty (30) calendar days of being selected as the Apparent Successful Bidder," as listed in the minimum qualifications section of the RFQ.

3. **Question:** To the best of your knowledge, will this contract be opened for the 2024-25 SY?

**Answer:** Yes, likely in Spring 2024. Any such procurement will be posted to the [OSPI website](#) and on the Washington Electronic Business Solution ([WEBS](#)) website.

