

**STATE OF WASHINGTON  
OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION**

**Request for Qualifications and Quotations No. 2019-17  
Addendum 03 – Q&A**

*Note to potential respondents:*

*This Addendum is intended to revise, clarify and become part of RFQQ No. 2019-17, issued February 29, 2019.*

*All amendments, addendums, and notifications will be posted on the [OSPI website](#) (if this was an open procurement) and released via the Washington Electronic Business Solution ([WEBS](#)) website.*

**The following questions and answers are from the Pre-Bid Conferences held February 15 and 19, 2019:**

**QUESTION:** The RFQQ requests a correlation between the proposed screeners and WA State Standards and Assessment. What do you mean and is there documentation?

**ANSWER:** Publishers and vendors are encouraged to review the current Washington State Assessment System and Standards and demonstrate how their tool(s) can enhance or build on upon the current tools already in use by educators in Washington State.

Yes, documents are available for review. Please see the attached WAKiDs Document or links: WA State Learning Standards in English Language Arts: <http://www.corestandards.org/ELA-Literacy/>

WA State Assessment System:  
<http://www.k12.wa.us/ELA/Assessment/default.aspx>

**QUESTION:** Is it mandatory to have submitted a letter of intent to submit a proposal?

**ANSWER:** No. All publishers and vendors are welcome to submit a proposal. The deadline is February 28<sup>th</sup> at 12PM PST.

**QUESTION:** Curious about the language in RFQQ, are you requesting proposals from organization who can provide consultant services to schools/districts by individual or assessment tools?

**ANSWER:** The RFQQ is requesting proposals from vendors/publishers for their screening tools in phonemic awareness, phonological awareness, letter sound identification, and rapid naming.

**QUESTION:** Will OSPI make this presentation available with the RFQQ on OSPI or WEBS?

**ANSWER:** The RFQQ Pre-Bid Presentation PDF is available. Please see attached.

**QUESTION:** Multi-Tiered Systems of Support (MTSS) and Parent Items were mentioned in the presentation and are part of the E2SSB. Do we need to provide information about MTSS and parent communication in our proposals?

**ANSWER:** No. These elements were referenced to encapsulate how the recommended tools will be used after administration by schools and districts.

**The following questions and answers are separate from the Pre-Bid Conferences:**

**QUESTION:** Will OSPI accept responses to this RFQQ from companies that did not submit a Letter of Intent?

**ANSWER:** Yes, since the RFQQ does not explicitly prohibit acceptance of proposals from those who did not submit a letter of intent, we will accept proposals. The letter of intent helps us get an estimate of how many bids we might receive.

**QUESTION:** In the section on Consultant Qualifications/Experience, can you explain more about the staff to be included in our submission where we must describe the responsibilities and qualifications of such personnel, and include the amount of time each will be assigned to the project. For example, should we provide that information for all of the following personnel: data management system staff, training personnel, customer support, billing, and our training coordinator?

**ANSWER:** This section of the proposal should identify any staff, including subcontractors, who will be assigned to the potential contract, indicating the responsibilities and qualifications of such personnel.

**QUESTION:** Also regarding that same section a related question...does the time commitment noted need to be specific to WA or can we estimate the current amount of time spent on similar activities?

**ANSWER:** The time commitment is in reference to how much time each identified staff member (or subcontractor) will spend on this proposed project.