

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

**REQUEST FOR QUALIFICATIONS AND QUOTATIONS
RFQQ No. 2012-01**

ADDENDUM 01 – CLARIFICATION & CONSULTANT Q&A

Note to potential respondents:

This Addendum is intended to revise, clarify and become part of the Washington State K-12 Facilities Pre-Disaster Mitigation Program RFQQ NO. 2012-01, issued January 17, 2012.

All amendments, addendums, and notifications will be posted on the OSPI Web site and released via the Washington Electronic Business Solution (WEBS) Website.

CLARIFICATION:

1. This solicitation was originally posted to WEBS with a customer reference number of RFQQ 2011-17. The correct customer reference number is RFQQ 2012-01.
2. Section C. Proposal Contents, page 11, contains an error. Consultants are **not** required to submit a Technical Proposal for this RFQQ. A score will not be assigned.

CONSULTANT Q&A:

QUESTION: Under items D and N of part 4, section A (Objective and Scope of Work), it refers to a “Risk assessment”. Nowhere else in the RFQQ does it establish parameters for this “risk assessment” or identify this as element to be created by the contractor. Are we to assume that this “risk assessment will be provided by another source?”

ANSWER: [The statewide risk assessment will be completed by OSPI staff.](#)

QUESTION: Is the “Risk Assessment” to be produced by the contractor selected under this solicitation?

ANSWER: [No, the risk assessment will be completed by OSPI staff.](#)

QUESTION: If this risk assessment is to be provided by another source, is that other source OSPI? Will the risk assessment be performed in house by OSPI? Or;

ANSWER: [Yes; the risk assessment will be performed in house by OSPI staff.](#)

QUESTION: If the risk assessment is not being completed by OSPI, will it be completed by another vendor contractor?

ANSWER: [The risk assessment will be performed in house by OSPI staff.](#)

QUESTION: Under item N of part 4, section A (Objective and Scope of Work), the RFQQ uses the word “assemble”. This would imply that the contractor is merely assembling pieces that will be provided by OSPI. Is it the intent of OSPI under item “N” that the contractor will actually author these pieces of the plan as well as assemble these components?

ANSWER: The contractor is expected to draft the plan as part of the assembling, as well as the report associated with the risk assessment identified in item D of Section A.4. OSPI will provide information to the Contractor to assemble the plan.

QUESTION: Nowhere in this RFQQ does it state a desired objective to achieve FEMA approved DMA compliance for X number of districts. Is that a desired objective of this project, to achieve DMA compliance for X number of school districts?

ANSWER: The approved application seeks to have twenty-five (25) to thirty-five (35) districts be DMA-compliant as a result of this project.

QUESTION: If so, what is the minimum number of DMA complaint districts desired under this project?

ANSWER: The approved application seeks to have twenty-five (25) to thirty-five (35) districts be DMA-compliant as a result of this project.

QUESTION: On page 11 of 31, section C (Proposal contents), there appears to be a section missing. At the top of the page, it states that there are four (4) major section of the proposal, yet there is only a description section content for 3. It appears that the discussion on the technical proposal (section # 2) is missing. Section # 2 in the RFQQ is actually listed as the "Management Proposal", which should actually be section 3. We assume that you do want a technical proposal in the response to this solicitation based on the discussion at the top of page 11. However, it would be nice if you could provide some direction on what you will be looking for.

ANSWER: This is an error in the solicitation. Consultants are not required to submit a Technical Proposal for this RFQQ.

QUESTION: On the evaluation and weighting of the cost proposal, what will be the criteria for scoring? Will the low bid get the maximum credit (all or nothing)? Or will there be a proration of the scoring in relation to the costs proposed by each response (lowest to highest)?

ANSWER: Scoring will be based on the points and percentages noted on the Evaluation Weighting and Scoring table listed on page 13 of the RFQQ.