Request for Proposal No. 2024-03 Addendum 01 – Pre-Bid Conference Q&A

This document is posted to capture the questions received, and agency answers provided, during a pre-bid conference held on November 8, 2023.

Commission Staff: Jessica de Barros, Executive Director, Kara Lowe, Director of Operations; Charmaine McCladdie, Executive Assistant

Attendees: Aaron Pickus, Alex Domine, Jessica Smith, Julia Levine

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. Communication directed to other parties will be considered unofficial and non-binding on OSPI and the Washington state Charter School Commission (Commission/CSC), and may result in disqualification of the Consultant.

OSPI is issuing, and will serve as the point of contact, for this RFP on behalf of the Commission. This is for process only; the Commission will make all content-related an evaluation/award decisions about this RFP itself.

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1. **Question:** In the RFP, you mentioned securing partners and then there's also an item in there about lobbying. So, I was hoping you could say a little bit more about your expectation for the successful bidder. Are you hoping that they actually do lobby to elected or is it more a communication and awareness campaign?
   Answer: The commission has a separate contracted lobbyist. The communications consultant will not be expected to serve as a lobbyist. However, there is coordination and often the issues that we seek guidance on are legislative in nature.

2. **Question:** There is a reference in the RFP about including. Resume of any principals or staff. Is there any format expected for that resume or could that be satisfied with a bio or something of that nature.

   Answer: Attaching resumes at the end of proposal as an exhibit is preferred, but not mandatory.