

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

**Request for Proposals No. 2020-16
Addendum 01 – Q&A**

Note to potential respondents:

This Addendum is intended to revise, clarify and become part of RFP No. 2020-16, issued September 5, 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.

QUESTION: Is the intention of OSPI to have only 1 "apparent successful bidder" or is it possible to have more than 1?

ANSWER: OSPI is open to contracting with one or multiple bidders.

QUESTION: For business references, is OSPI looking for previous funders, or partner organizations (i.e. Seattle Public Schools)

ANSWER: The RFP requires business references for whom work has been accomplished.

QUESTION: What is the intended Service Region?

ANSWER: There are no requirements for either statewide or specific local service areas. Service region should be aligned with the proposed project plan.

QUESTION: Is there a page count guideline for the proposal? I only saw the 1 page limit for the Letter of Submittal, but not the subsequent proposals. Please advise.

ANSWER: Unless otherwise specified, like in the case of the Letter of Submittal, there are no page limitations.

QUESTION: I am asking about how OSPI expects the contractor to manage and report on the funds. To clarify a little further, we are looking for OSPI guidance on requirements for grantee management of funds. We have the "BULLETIN NO. 054-19 GRANTS MANAGEMENT," which does provide some information. Is there a different or expanded version that is specifically applicable to this RFP (perhaps something similar to the Department of Ecology's "Yellow Book" for grant recipients)? It would be helpful to know, for example, whether specific costs are disallowed in a given budget line item.

ANSWER: This RFP will result in a state-funded contract, not a federal grant, so there are no specific requirements for grantee management of funds.

QUESTION: Is this state-only funding, or is it a kind of federal pass-through opportunity?

ANSWER: This project is solely state-funded by Engrossed Substitute House Bill 1109 (522)(19).