

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

**Request for Proposals No. 2020-17
Addendum 01 – Q&A**

Note to potential respondents:

This Addendum is intended to revise, clarify and become part of RFP No. 2020-17, 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: On the RFP, it states that a qualification for applicants is that they must be currently administering a volunteer mentoring program for military-connected students. We do have volunteers and interns working on a clinical level, but we do not currently have a volunteer-run program for military students in place. However, we have contracted with the Chehalis and many other school districts since 2012 doing early-intervention work with students. We are looking for ways to expand our early-intervention work with the school district, and given the high number of military veterans living in Lewis county, it makes sense that we would expand our work in this way. However, I want to clarify whether or not we would qualify currently for this contract; if not, would it be possible to file a complaint with you all to potentially change the exclusionary qualifications to allow for our organization's participation?

ANSWER: The minimum qualifications included in this RFP are direct requirements of Engrossed Substitute House Bill 1109 (522)(16) (see attached excerpt). Specifically, ESHB states: "An applicant requesting funding for these dollars must successfully demonstrate to the department that it currently provides direct one-to-one volunteer mentoring services to military connected elementary students in the state and has been providing military mentoring to students in the state for at least twenty-four months prior to application."

QUESTION: My first question is whether or not this contract will be state-wide or if the proposed work will be carried out only in the county (or counties) in which the contracting business operates.

ANSWER: There is no restriction or requirement in the Legislative language relative to geographic coverage for services. The service coverage, whether statewide or regional, will be based on the submitted proposal. Both will be considered.

QUESTION: Another question I have is whether or not you have previous examples of successful proposals available for review.

ANSWER: OSPI will not provide examples of successful proposals in response to this Q&A. However, documents such as these could be obtained through the [Public Records Request](#) process. If this option is pursued, it should be known that this is a new project for OSPI, so there will not be any previous successful proposal examples related to this specific work.

QUESTION: Finally, how long should each of the sections be? I see in the RFP that the Letter of Submittal should not exceed one page, but I do not see any details regarding the lengths of the following sections. Can you provide some guidance on the preferred and/or acceptable lengths for these sections?

ANSWER: Unless specifically noted, such as the Letter of Submittal, there are no size limitations for the sections.