

RFQQ No. 2020-35

Amendment 01

This document amends RFQQ No. 2020-35, issued April 2, 2020.

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 may result in disqualification of the Consultant.

Section A. INTRODUCTION shall be amended to read as follows:

5. CONSULTANT QUALIFICATIONS

- Licensed to do business in the State of Washington. If not licensed, provide a written intent to become licensed in Washington within thirty (30) calendar days of being selected as the Apparent Successful Bidder.
- Experience in working with diverse districts including urban, suburban, and rural communities.
- Knowledge of foundational reading including: 1) phonemic awareness, 2) phonological awareness, 3) letter sound knowledge, and 4) rapid automatized naming of letters, numbers, familiar objects, and colors.
- Ability to work with diverse educators, classified staff, and administrators to ensure successful implementation of the screener/tool.
- Ability to work with diverse sized districts from very small (twelve (12) students) to very large (fifty thousand (50,000) students).
- Have the capacity to support multiple districts at one time without diminishing the implementation process or fidelity of the tool.
- Must be able to produce a Voluntary Product Accessibility Template (VPAT) for the tool, if requested by OSPI or a school district. A VPAT is a standard template developed by the Information Technology Industry Council (ITI) in partnership with the U.S. General Services Administration (GSA). Information and communication technology vendors can fill out a VPAT to document the extent to which their products comply with accessibility standards. For more information, including links to the VPAT form and instructions, see the [ITI VPAT website](#). Consistent with the original VPAT, version 2.4 provides a column for recording conformance to each provision of a standard or guideline relevant to a product or service. Manufacturers or vendors declare the degree of conformance using one of four conformance



levels: supports; partially supports; does not support; or not applicable. Note that, in a previous update of the VPAT, “partially supports” replaced “supports with exceptions.” This change was made at the request of representatives of the U.S. Access Board. Version 2.4 also includes a column for providing a more detailed explanation for each reported conformance level.

- Experience working with diverse student populations:

Student Groups	Percentage of Washington State Population
American Indian/Alaska Native	1.3%
Asian	7.9%
Black/African American	4.5%
Hispanic/Latino of Any Race	23.5%
Native Hawaiian/Other Pacific Islander	1.1%
Two or More Races	8.4%
White	53.3%
Female	48.4%
Male	51.6%
Gender X	0.0%
Students Learning the English Language	11.7%
Low Income Students	46.3%
Total Student Enrollment for WA State	1,134,871

Section B. GENERAL INFORMATION FOR CONSULTANTS has been amended to read as follows:

1. RFQQ COORDINATOR

The RFQQ Coordinator is the sole point of contact in OSPI for this procurement. All communication between the Consultant and OSPI upon receipt of this RFQQ shall be with the RFQQ Coordinator, as follows:

Name:	Johannah Renfroe Kyla Moore
Address:	600 Washington Street South P.O. Box 47200 Olympia, WA 98504-7200
Fax:	(360) 725-6240 (may be used to submit Letter of Intent only)
Email Address:	contracts@k12.wa.us

All communications concerning this RFQQ must be directed only to the RFQQ Coordinator via email. Any other communication will be considered unofficial and non-binding on OSPI. Consultants are to rely on written statements issued by the RFQQ Coordinator. Communication directed to parties other than the RFQQ Coordinator may result in disqualification of the Consultant.

2. ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Item	Action	Date
1.	OSPI issues RFQQ	April 2, 2020
2.	Question and Answer period	March 31-May 15, 2020
3.	OSPI hosts pre-bid conference via online platform See Page 9-10 for details	April 16, 2020
4.	Letter of Intent due	April 20, 2020
5.	OSPI posts Q&A from pre-bid conference	April 23, 2020 <u>May 18, 2020</u>
6.	Last date for questions regarding RFQQ	May 15, 2020 <u>May 22, 2020</u>
7.	Complaints due	May 22, 2020
8.	OSPI posts final Question and Answer Addendum or Amendment (if necessary)	May 22, 2020 <u>May 26, 2020</u>
9.	Proposals due	May 29, 2020
10.	OSPI conducts evaluation of written proposals and presentations via Zoom	June 10-June 26, 2020
11.	a. Potential vendors will be randomly assigned a 20-minute presentation time period. OSPI will notify potential vendors of their presentation time via email.	June 4, 2020 at 3PM PT
	b. The DAC will hear presentations via online platform either live or recorded via secure system- from all potential vendors who meet the preliminary requirements. Every potential vendor is expected to give a presentation.	June 8-June 9, 2020

12.	OSPI announces "Apparent Successful Bidder" and sends notification to unsuccessful Bidder(s)	By September 1, 2020
13.	OSPI publishes vetted list of vendors for use by school districts	By September 1, 2020
14.	OSPI conducts debriefing conferences (if requested)	As requested, per debriefing instructions

OSPI reserves the right to revise the above schedule.

Section C. PROPOSAL CONTENTS shall be amended to reads as follows:

Bias and Sensitivity (Section 4; SCORED)-Provide quantitative data about the screening tool assessment’s rate of sensitivity, along with confidence intervals and specificity by student groups highlighted in the table on ~~page 7~~ Section A. Introduction, Paragraph 5 Consultant Qualifications of RFQQ. Provide false positive and false negative quantitative data rates disaggregated by student groups highlighted in the table on page 7 of RFQQ. Provide analysis(s) used to evaluate that the screening tool is not biased against the student groups highlighted in the table on ~~page 7~~ Section A. Introduction, Paragraph 5 Consultant Qualifications of RFQQ encompassing Item-Level and Test-Level Bias Analysis.

Vendor and Staff Qualification and Experiences (Section 8; SCORED) shall be amended to read as follows:

- a) Briefly describe how the Consultant meets all Consultant qualifications (see ~~page 6~~ Section A. Introduction, Paragraph 5 Consultant Qualifications).
- b) Include other relevant experience that indicates the qualifications of the vendor, and any subcontractors, for the performance of the potential contract.
- c) Include a list of contracts the vendor has had during the last five years that relate to the vendors ability to perform the services needed under this RFQQ. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/e-mail addresses.
- d) Identify staff, including subcontractors, who will be assigned to the potential contract, indicating the responsibilities and qualifications of such personnel, and include the amount of time each will be assigned to the project. Provide résumés for the named staff, which include information on the individual’s particular skills related to this project, education, experience, significant accomplishments and any

other pertinent information. The Vendor must commit that staff identified in its proposal will actually perform the assigned work. Any staff substitution must have the prior approval of OSPI.

- e) References- List names, addresses, telephone numbers, and fax numbers/email addresses of three (3) business references for whom work has been accomplished and briefly describe the type of service provided for them. By submitting a proposal in response to this RFQQ, the vendor and team members grant permission to OSPI to contact these references and others, who from OSPI's perspective, may have pertinent information. OSPI may or may not, at OSPI's discretion, contact these references or others. Do not include current OSPI staff as references.

- f) Past Performance-Provide information regarding past performance by indicating if the Consultant has received notification of contract breach in the past five (5) years. This does not lead to automatic disqualification. However, OSPI reserves the right to disqualify Consultant proposals based on the Consultant's historical performance as outlined above in Section B. General Information for Consultants, 11. Responsiveness.