

Request for Qualifications No. 2023-17

Addendum 01 – Q&A

This document is posted to capture the questions received, and agency answers provided, during the question and answer period of RFQ No. 2023-17, issued April 21, 2023.

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.

- Question:** I am submitting a proposal for the Continuous Improvement Partner RFQ, and am wondering if I can submit my transcript from PLU for my Master's degree.

Answer: A copy of masters and/or doctorate diploma is required.
- Question:** I understand that RFQ 2023-17 CIP is open to both individual and organization bids. Therefore, my organization would like to propose a candidate (who satisfies the required and preferred qualifications) as a Continuous Improvement Partner for RFQ 2023-17. Just to clarify, is it permissible to submit a proposal for a candidate to be consider under my organization (and with the possibly of working in the 121 region)?

Answer: The Continuous Improvement Team, in collaboration with our Educational Service District partners, has developed a formula based on regional service needs to allocate our Continuous Improvement Partners (CIPs). We attempt to take our contractors' official duty stations along with pre-existing professional relationships where appropriate into account as we assign our CIPs their ESD/regional responsibilities. However, we are not able to guarantee CIP candidates particular and specific ESDs/regions prior to announcing apparent successful bidders.
- Question:** Are there examples of successful applications from previous years?

Answer: Previous successful applications could be provided through our agency's [public records request process](#). Instructions and information about submitting a request can be found on our website. We've had hundreds of applications over the past decade this program has been running, so if you pursue a public records request, it would be helpful if you could specify how many applications you'd like to see and from which year(s).



4. **Question:** Would the hiring team consider any part time employees?
Answer: We expect contractors to attempt to meet the suggested minimum of one hundred eighty (180) days of service delivery, carrying out the deliverables outlined in their contracts and providing direct supports for our school districts and schools identified as eligible for improvement supports.

5. **Question:** One of the requirements is a copy of my Master's Diploma. Are transcripts sufficient or must I produce a copy of my Master's Degree?
Answer: A copy of masters and/or doctorate diploma is required.

6. **Question:** What is the time commitment expectation for these openings?
Answer: Contracts will be offered with a suggested minimum one hundred eighty (180) and maximum of two hundred twenty (220) days of service delivery for the 2023-24 contract period.

7. **Question:** Would there be anything that would prevent an ESD from applying?
Answer: This RFQ is open to individuals or organizations, including ESDs. Organizations wishing to apply must ensure the project team structure is clearly outlined with an organizational chart indicating lines of authority for personnel involved in performance of this potential contract (section C (2)(A)). The difference between an ESD and another organization type is that the Sample Contract will not apply to an ESD; we would instead use a standard Interlocal Agreement.