

Request for Qualifications No. 2024-11

Addendum 01 – Pre-Bid Conference Q&A

This document is posted to capture the questions received, and agency answers provided, during the Pre-Bid Conference, which was held on April 25, 2024.

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:** Are we required to include a sample complaint decision in response to the RFQ?

Answer: No, there is not a specific requirement to include a sample complaint decision. However, applicants could choose to include work samples as part of their proposal.
- Question:** Should we reference past contract special education complaint investigator work with OSPI in our proposal?

Answer: Yes, if the applicant has previously contacted with OSPI to conduct special education complaint investigations you can reference that work as part of your proposal.

No questions or responses included in this document require any changes to the solicitation document; this document stands alone.

