Request for Proposals No. 2025-24 Addendum 01 – Pre-Bid Conference

This document is posted to capture the questions received, and agency answers provided, during the pre-bid conference for RFP No. 2025-24. The RFP was issued on February 14, 2025 and the Pre-Bid Conference was held on February 24, 2025.

All amendments, addenda, and notifications related to this procurement will be posted on the OSPI website 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.

1. **Question:** The job will be for us to provide the information from your warehouse to Generate?
   Answer: Generate is the data warehouse; the Successful Bidder will perform ETL actions on the data and return to the Generate data warehouse for use in EdFacts Reporting.

2. **Question:** Will you make the presentation available to us?
   Answer: Yes, a PDF of the presentation has been posted along with the Q&A document.

3. **Question:** The proposal states that respondents must have Generate experience or they will be found not responsive. Do you plan to modify that?
   Answer: Yes – Experience with Generate is a preferred requirement but is not a required qualification to respond to this opportunity. You must have experience working with databases to be responsive. This will be reflected formally as a subsequent Amendment.

4. **Question:** The Skills Matrix contains questions related to any experience working in Generate. How should we proceed if we do not have specific Generate Experience?
   Answer: Please be direct in your responses. If you don't have experience in Generate, state that, then describe what other database experience you do have.

5. **Question:** Is this a new requirement? Has this work been being performed and you are looking to switch contractors?
   Answer: This is not a new requirement. Currently, the federal contract provider, AEM, has provided intense technical support; this contract is to continue maintenance and operational support with an OSPI asset for work with Generate.

Washington Office of Superintendent of
PUBLIC INSTRUCTION

6. **Question:** Is there good documentation from the prior work?
   Answer: There is limited documentation, which is why this proposed opportunity includes providing robust documentation to improve current practice.

7. **Question:** Do you feel like your funding is at risk with respect to what the federal government may do with department of education funding/program?
   Answer: We do not currently have any notification that would lead us to assume our funding for this project is at risk. We intend to continue business as usual for the foreseeable future.

8. **Question:** Do you currently have automation that will require maintenance?
   Answer: There are current automations in Generate that will need to be reviewed or updated as needed based on any data collection changes or needs of the business staff.

9. **Question:** What version of SQL and Windows Server are you using?
   Answer: Current SQL version is 2022 rtm. 64 bit.

10. **Question:** Are we getting Active Directory Admin Permissions to add people?
    Answer: The Bidders will not receive Active Directory Admin permission to add or remove people for database access. The OSPI system administrators will manage that.

11. **Question:** How large is the SQL db? Can we run this locally?
    Answer: Currently, the production version of the Generate database is approximately 13G. The development version of the database is ~20GB. This information cannot be stored on the bidders' local systems because it contains confidential data.

12. **Question:** Is there an estimated hours of work for the project?
    Answer: There is an estimate of total funding. Estimated hours will depend on your hourly rate of work.

13. **Question:** Is OSPI hosting all the environments?
    Answer: Yes. It is currently on premises.

14. **Question:** Are there any clusters with the SQL Database?
    Answer: No, we are not in cloud environment. We are in a locally hosted hyper-converged environment where the database is one of many.