

Request for Qualifications No. 2025-23

Amendment 01

This document is posted to capture an amendment to RFQ No. 2025-23, issued March 21, 2025.

All amendments, addenda, and notifications related to this procurement will be posted on the ([Competitive Procurements](#)) (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.

The Zoom link for the Pre-Bid Conference has been revised, and the time has been adjusted in the table to indicate 4:00 p.m. Pacific Time (PT). Please use the following link to log into the Pre-Bid Conference at 4:00 p.m., Pacific Time (PT) on April 16, 2025

B.1. ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES is amended to read as follows:

Action	Date
OSPI issues RFQ	March 21, 2025
Question and Answer period	March 21, 2025-May 21, 2025
OSPI hosts Pre-Bid Conference	3:00 p.m. PT on April 16, 2025 4:00 p.m. Pacific Time (PT) on April 16, 2025
OSPI posts Question and Answer Addendum or Amendment resulting from Pre-Bid Conference (if necessary)	April 23, 2025
Last date to submit questions regarding RFQ	May 21, 2025
Complaints due	May 28, 2025
OSPI posts final Question and Answer Addendum or Amendment (if necessary)	May 28, 2025
Proposals due	3:00 p.m. PT on June 4, 2025
OSPI conducts evaluation of written proposals	June 9-13, 2025
OSPI conducts oral interviews with finalists (if determined necessary by OSPI)	June 16-17, 2025



Action	Date
OSPI announces "Apparent Successful Bidder" and sends notification to unsuccessful Bidder(s)	June 18, 2025
OSPI conducts debriefing conferences (if requested)	As requested, per debriefing instructions
Contract negotiation begins	June 18, 2025
Anticipated contract start date	August 1, 2025

OSPI reserves the right to revise the above schedule.

B.2. PRE-BID CONFERENCE

A pre-bid conference is scheduled to be held on April 16, 2025 at 4:00 p.m. PT. The purpose of the pre-bid conference is to clarify the Competitive Solicitation as needed and raise any issues or concerns that bidders may have.

The pre-bid conference will be held virtually: <https://us02web.zoom.us/j/87051778660>

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<https://us02web.zoom.us/meeting/register/iMjhL4prSnW1W9IToBtWkQ>

All prospective Consultants should attend; however, attendance is not mandatory. Written questions may be submitted in advance to the RFQ Coordinator. OSPI shall be bound only to written answers to questions. Any oral responses given at the pre-bid conference shall be considered unofficial until OSPI releases a written copy of the questions and answers from the pre-bid conference. A copy of the questions and answers in the form of an Addendum will be published on the [OSPI website](#) and released on WEBS under the commodity code(s) listed on the cover page of this RFQ within five (5) business days of the pre-bid conference.

Assistance for disabled, blind, or hearing-impaired persons who wish to attend the pre-bid conference is available with prior arrangement by contacting the Procurement Coordinator.

OSPI has the right to cancel or stop the pre-bid conference if no interested bidders join within thirty (30) minutes of the start.