

Request for Proposals No. 2026-06

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 for RFP No. 2026-06. The RFP was issued on September 22, 2025, and the Pre-Bid Conference was held on October 6, 2025.

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:** Is the expectation that we will work with the same schools this year?

Answer: There is no requirement to work with the same schools as last year. Districts may choose to continue with the same PD Provider (if selected) and if it aligns with their goals and capacity, but they may also identify new providers if that better supports their implementation plans.
- Question:** With 25 districts, there will be 10 PD providers. If we were awarded 1 of those, then we would support multiple districts with that amount of money?

Answer: Yes. If awarded as one of the 10 Professional Development Providers, you may support multiple districts. The exact number of districts and level of support will depend on district needs, the scope of services proposed, and the funding allocation. This may vary across districts.
- Question:** In this budget, should we accommodate subs and PD?

Answer: Yes, if your proposal will require them.
- Question:** How do we know what to anticipate and how to budget for these supports, when districts have different timing?

Answer: Substitute costs vary by district and are often found in collective bargaining agreements. For estimated costs, see the example of [Bremerton School District](#).
- Question:** Can we submit a proposal just for the para support, and one for the teacher support, etc. Would OSPI review those each one by one?

Answer: No, please submit one proposal for all the services you plan to provide.



6. **Question:** If we are different consultants under the same consultancy, can we both apply?

Answer: No, please submit one proposal from one PD provider for all services you propose to provide.

7. **Question:** As a subcontractor would I also need to have a WA state business license?

Answer: Vendors who meet requirements set forth by Washington's Department of Revenue may be required to obtain a Washington Business License. Bidders should refer to DOR for requirements: <https://dor.wa.gov/open-business/apply-business-license>

8. **Question:** If we have a district that we like to work with, should we submit a specific proposal that we have outlined with that district or should we submit a more wide reaching general proposal?

Answer: You may submit a proposal that reflects your preferred approach, whether that's a specific partnership with one district or a broader, more general proposal. However, because awards may support multiple districts and it is not guaranteed which districts you may work with, it's often most strategic to outline a scalable or adaptable model, even if you highlight a specific district as an example or starting point.

9. **Question:** Would it be more beneficial to offer a wider training for anyone to access or one that is more specific to districts?

Answer: A wider training that is open and accessible to multiple districts can help maximize reach and impact, making your proposal more aligned with the statewide goals of the RREI initiative. However, this will vary from provider to provider. We suggest selecting the one that will work for you.

10. **Question:** When considering a menu of offerings we have, should we include prices for everything or options? Ex. Option 1 just for teacher prices or Option 2 for both Teacher and Para prices.

Answer: You may submit options.

11. **Question:** What is the full list of the project sites?

Answer: Below is the official list for our Pilot Sites.

- Anacortes School District
- Bremerton School District
- Castle Rock School District
- Central Valley School District
- Concrete School District
- Davenport School District
- Edmonds School District
- Everett Public Schools

- Fife Public Schools
- Kelso School District
- Lakewood School District
- North Thurston Public Schools
- Pullman Public Schools
- Rochester School District
- Snoqualmie Valley School District
- Vancouver Public Schools
- Reardan-Edwall School District
- South Whidbey School District
- Oakville School District

Below is the official list for our Demonstration Sites

- Auburn School District
- Bainbridge Island School District
- Centralia School District (opens in a new window)
- Gatewood Elementary School (Seattle Public Schools)
- Mukilteo School District
- Spokane Public Schools

12. **Question:** Last year there was an option to work with districts that weren't piloted and demo sites is that an option again?

Answer: Proposals are not required to include any of the district partners identified. This is not an exhaustive list of educational service providers with incidents of restraint and isolation. However, legislation funding this project requires OSPI to prioritize the provision of professional development to local education agencies, educational programs, and staff who provide educational services to students in prekindergarten through grade five and who have high incidents of isolation, restraint, or injury related to use of restraint or isolation.

13. **Question:** We worked with the project last year and we plan to continue to work with them again this year and have committed to them, in our proposals should we write it as general or should we also include the work we are also committed to?

Answer: You may submit a proposal that reflects your preferred approach, whether that's a specific partnership with one district or a broader, more general proposal. However, because awards may support multiple districts and it is not guaranteed which districts you may work with, it's often most strategic to outline a scalable or adaptable model, even if you highlight a specific district as an example or starting point.

14. **Question:** The RREI TA draft manual is robust. Is there a preference from OSPI about what area(s) vendors should focus on with training and/or coaching?

Answer: We do not have a specific preference for which area(s) vendors focus on. It is up to each provider to determine their area of expertise and alignment. However, we have asked participating sites to align their work with at least one area of the RREI TA Manual, and we ask the same of vendors. This ensures that all efforts contribute to a shared framework while allowing flexibility based on your strengths and area of expertise.

15. **Question:** It sounds like OSPI intent is to award to 10 consultancies and the districts are to choose from those consultancies?

Answer: Yes.

16. **Question:** Will there be additional handouts and resources for the selected consultancies to advertise to the districts?

Answer: There is a planned meet-and-greet event where OSPI will distribute materials and facilitate matches between districts and consultancies.

17. **Question:** As we prepare budgets, should we keep in mind how many districts we could serve? Should we include what regions we would be available for capacity?

Answer: You may submit a proposal that reflects your preferred approach, whether that's a specific partnership with one district or a broader, more general proposal. However, because awards may support multiple districts and it is not guaranteed which districts you may work with, it's often most strategic to outline a scalable or adaptable model, even if you highlight a specific district as an example or starting point. If you have no capacity to work with specific regions, you may wish to identify that in the proposal.

18. **Question:** Last year we invoiced by quarter for a quarterly amount. Are we now invoicing by services delivered? Can it include curriculum costs?

Answer: It is up to contractors to determine how they present their invoice schedule, and invoices may include curriculum costs

19. **Question:** Since live performances are now taxed in Washington state should we include that in our budget?

Answer: Yes.

20. **Question:** If we are designing to be virtual and also be in multiple places throughout the state Is there a state tax we should use? How do we account for the different tax percentages for the different areas of the state?

Answer: For the purpose of the RFP, you can estimate using the highest tax percentage to ensure the amount required is covered. Consult with the Department of Revenue or a tax expert.

21. **Question:** Based on last year's breakdown, approximately how many trainings will there be for a given vendor to provide?
Answer: It really depends on the needs of each district and your proposal.
22. **Question:** Can we propose a certain focus area, such as early childhood or high school, or is it better to stay broad and offer services for PK-12?
Answer: Yes, you can. It is completely up to the bidder to decide.
23. **Question:** Does the state have a preference for in-person, virtual, or hybrid learning approaches?
Answer: No preference. Please use the method that will work best for you and your district(s).
24. **Question:** How were districts identified as Pilot or Demonstration?
Answer: They were identified by their Restraint and Isolation Data.
25. **Question:** Are we responsible for getting fidelity and perceptions data?
Answer: The contractor is required to gather data on the evaluation of their services. An example of this might be doing a post-survey on professional development that the contractor has provided that evaluates participant understanding, usefulness, and clarity, etc.
26. **Question:** If the provider is collecting data is there a tool to collect that data?
Answer: OSPI will provide training on data collection. These training courses are mandatory for districts to attend. While the tool is available for use, it is optional.
27. **Question:** What will the collaboration with OSPI staff and other consultants look like outside of a quarterly meeting?
Answer: It would be predominantly the quarterly meetings.
28. **Question:** Which tool is the one OSPI is offering?
Answer: Dr. Jaimee Kidder will provide training on the behavior tracking tool training they created.
29. **Question:** Is the funding still going to the districts, or do the consultancies get the funds and the districts opt in?
Answer: Districts have their own funds, and Providers have their own funds.
30. **Question:** For static courses, if we develop those, are they owned by OSPI?
Answer: Intellectual property rights and other legal details will be further defined in the contract during contract negotiations.

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31. **Question:** My apologies if I'm just not seeing this - I see a page limit for the letter of submittal (1 page) in section C but not for the four main sections of the proposal. Could

you please clarify the page limits for the tech, management and cost portions of the proposal?

Answer: There are no page limits for the technical management and cost portions of the proposal.

32. **Question:** Checking on this: Demonstration districts can also access the contracted vendors?

Answer: Both demo and pilot sites work with PD providers.

33. **Question:** Do we put in the cost proposal? Should we give an hourly or daily rate?

Answer: It is up to the Bidder how you present your cost proposal.

34. **Question:** If it's so much per deliverable, then it was on how much specifically you provided then that is what you implement. We would need to have limits on the work. How do we know when [we] cannot take any more? Capacity depends on hybrid or asynchronous work – it seems too open-ended.

Answer: We will assess provider capacity and take it into consideration when matching districts with providers.

35. **Question:** We had to limit last year as we had more asks than we could serve.

Answer: Thank you for sharing. Adjustments might need to be made like last year, and we will honor that this year as well.

36. **Question:** Districts are given the choice and I'm hearing that they are going to be matched. So which is it or is it a combo of both?

Answer: A combination approach – districts will select their top three choices, and we will then match them with providers while taking provider capacity into consideration.

37. **Question:** If a top 3 isn't available, does OSPI offer them a new provider and if the district decides they don't want the provider and declines what does that look like? This has happened in the past.

Answer: The team will engage in a discussion with either districts or the PD provider.

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