

Request for Proposals No. 2026-07

Addendum 02 – Q&A

This document is posted to capture the questions received, and agency answers provided, during the question and answer period of RFP No. 2026-07, issued September 15, 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.

1. **Question:** For RFP No. 2026-07 Data Collection: School Inventory & Condition, Exhibit C lists the Districts needing assessments. In order to generate the price proposal, we need to know the amount and type of buildings (elementary vs high school, etc.) Is it possible to get a more detailed list of what needs BCA certification? Ideally, we would have school name, address, square feet, date of construction, and any other data points that are available.

Answer: OSPI has included an Excel document that lists the amount and type of buildings applicable to this procurement. Please refer to Amendment 01, posted to the [OSPI website](#) and [WEBS](#).

2. **Question:** How can a vendor obtain the required OSPI Building Condition Assessment (BCA) certification?

Answer: Any individual can be Building Condition Assessment (BCA) certified, but they must take an OSPI BCA certification training. The next available training will be offered in spring 2026. More information is available on [OSPI's Building Condition Assessment \(BCA\) webpage](#).

3. **Question:** Can you provide a list of in-scope assets including square footage, addresses, and year of construction for each building? This information is a critical part of determining accurate scheduling and pricing information for this proposal.

Answer: OSPI has included an Excel document that lists the amount and type of buildings applicable to this procurement. Please refer to Amendment 01, posted to the [OSPI website](#) and [WEBS](#).



4. **Question:** Does each location listed contain a single asset (building)? If not, how many assets are at each site? Is a report required for each asset (building), or is a single site report acceptable?
Answer: Please refer to the Excel document posted to the [OSPI website](#) and [WEBS Amendment 01](#).
5. **Question:** What level of FCA detail are you looking for? (systems level only or systems and components level, etc.)
Answer: For this project we are looking for building condition assessments to be performed at the building component level.
6. **Question:** Is there an overall deadline for project completion?
Answer: Per Section A.6., the period of performance for the resulting contract will end on May 31, 2027.
7. **Question:** Do you currently utilize a CMMS/Work Order system and which provider do you utilize?
Answer: No.
8. **Question:** Are you seeking data integration services into the ICOS system and/or another software?
Answer: No.
9. **Question:** Do you plan to have consultants use ICOS, and if so, to what extent?
Answer: Yes. The consultant will be given access to each school district's ICOS data and will be expected to update the data following BCA update.
10. **Question:** Has OSPI or any of the included school districts performed facilities condition assessments in the past? If so, at what level of detail?
Answer: Yes, but all districts included in the RFP have not had 70% or more of their inventory updated in the last ten years.
11. **Question:** Please confirm if an asset inventory and/or asset tagging is desired as part of this project?
Answer: No.
12. **Question:** Our standard FCA includes utility connections and shut offs at the building, facility entry points, paving systems, walkways, ramps, and exterior lighting within 10' of the building perimeter. Is this sufficient, or do your needs extend beyond that to include items like parking lots, curbing, all walkways, retaining walls, fixed benches, site lighting, etc.
Answer: OSPI collects site information at Unifomat 2 component level which includes parking lots, roadways, etc.

13. **Question:** Are you seeking drawing services as part of this project? Can you tell us what percentage of your portfolio you currently have drawings for and what format they're in? We generally discourage clients from pursuing this type of work, as the deliverables quickly become outdated and it is time consuming, therefore costly.

Answer: An area analysis must be included in the BCA. OSPI can't tell what percentage of the portfolio currently has drawings; it's unknown.

14. **Question:** Can you clarify the requirement on Page 20 in section C.5. ii. of the RFP regarding "Related Contracts." Are you seeking information for all clients within five years or only clients with similar scope of services?

Answer: Please only clients with similar scope of services.

15. **Question:** Furthermore, will the project examples for the following section "C.5.iii. References" suffice?

Answer: Please include related contracts and references.

16. **Question:** Additionally, how would you like firms to provide information on confidential clients, if they are to be included in the list?

Answer: Only include references that OSPI may contact.

The answer to Question #1 necessitated Amendment 01. Please refer to Amendment 01 for Exhibit C1, an Excel document that lists the amount and type of buildings applicable to this procurement.