

Quality Control Skagit Valley RFQ-2026-04

October 13, 2025



Washington Office of Superintendent of
PUBLIC INSTRUCTION



Vision

All students prepared for post-secondary pathways, careers, and civic engagement.

Mission

Transform K–12 education to a system that is centered on closing opportunity gaps and is characterized by high expectations for all students and educators. We achieve this by developing equity-based policies and supports that empower educators, families, and communities.

Values

- Ensuring Equity
- Collaboration and Service
- Achieving Excellence through Continuous Improvement
- Focus on the Whole Child



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Equity Statement

Each student, family, and community possesses strengths and cultural knowledge that benefits their peers, educators, and schools.

Ensuring educational equity:

- Goes beyond equality; it requires education leaders to examine the ways current policies and practices result in disparate outcomes for our students of color, students living in poverty, students receiving special education and English Learner services, students who identify as LGBTQ+, and highly mobile student populations.
- Requires education leaders to develop an understanding of historical contexts; engage students, families, and community representatives as partners in decision-making; and actively dismantle systemic barriers, replacing them with policies and practices that ensure all students have access to the instruction and support they need to succeed in our schools.



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Tribal Land Acknowledgement

I would like to acknowledge the Indigenous people who have stewarded this land since time immemorial and who still inhabit the area today, the Steh-Chass Band of Indigenous people of the Squaxin Island Tribe.



Background

- The Migrant Education Program is authorized under Part C of Title I of the Elementary and Secondary Education Act. Federal funds are allocated to OSPI based on per-pupil expenditure for education and counts of eligible migratory children, age three (3) through twenty-one (21), residing within the state. OSPI authorizes the sub-grants to local education agencies. Identifying and recruiting eligible migratory children quickly and efficiently is the foundation of a robust Migrant Education Program. Before migratory children can be served, however, they must be found and enrolled into the MEP without delay.
- OSPI is initiating this Request for Qualifications (RFQ) to solicit proposals from Consultants who are highly qualified to conduct interviews to verify eligibility during the performance period from September 1, 2022, through August 31, 2023, and to report those findings.



Purpose



The purpose of this Competitive Procurement is to receive competitive bids to evaluate and, as appropriate, award a Contract for the Office of Superintendent of Public Instruction (OSPI) to procure goods and/or services as set forth herein. Pursuant to Washington's Procurement Code for Goods and Services, RCW chap. 39.26, state agency purchases of goods and services must be based on a competitive solicitation.



OSPI is initiating this Request for Qualifications (RFQ) to solicit proposals from Consultants interested in participating in a project to conduct quality control initiatives for the Skagit County area. The successful bidder will review the Certificates of Eligibility (COE) for all students enrolled in the Migrant Education Program at the selected school district who received services during the 2022-2023 program period to provide an accurate count of student eligibility.



Interviews

- Phase 1 – up to 248 family interviews from certificates of eligibility of migratory students enrolled in the selected school district during the 2022-2023 school year.
 - If less than 10% of families interviewed are found to be ineligible, the project will end there.
 - If 10% or more are found ineligible, the project will move on to Phase 2.
- Phase 2 – Interview the remaining 810 families with COEs in selected school district for the 2022-2023 school year and report the findings.



Scope of Work

1. Conduct interviews for certificates of eligibility (COEs) of migratory students enrolled during the performance period September 1, 2022 – August 31, 2023.
2. A combination of in-person and telephone 1 – hour interviews of 248 randomly selected families
3. Report the results – provide a summary of the interview results, noting the total number of eligible students and the total number who did not qualify.
4. Provide a Family Eligibility Review (FER) form for each interview.

Phase 1

- December 1, 2025 – January 30, 2026



Scope of Work

Phase 2

- February 2, 2026
– May 29, 2026

1. Conduct in person and telephone interviews for certificates of eligibility of migratory students enrolled during the performance period September 1, 2022 – August 31, 2023.
2. Review 810 COEs in selected school district during the 2022-2023 school year.
3. Report the results – provide a summary of the interview results, noting the total number of eligible students and the total number who did not qualify.
4. Provide a Family Eligibility Review (FER) form for each interview.



Cost Breakdown

All Applicable mileage, meals, lodging, are other travel-related expenses are inclusive of the individual interview rate.



The compensation for each interview is **\$131.00**



Phase 1 – Maximum budgeted amount not to exceed \$35,000



Phase 2 – Maximum budget amount not to exceed \$105,000



Vendor Requirements

- Licensed to do business in the State of Washington
- Experience working with mobile student populations
- Understanding of the migratory farmworker lifestyles
- Experience working with diverse districts, including urban, suburban, and rural
- Experience working with diverse students and adult populations
- Experience working in Washington Schools and districts
- Experience working with traditionally underserved and/or marginalized communities
- Bilingual English/Spanish (ability to read and speak)



Desirable Qualifications

- Knowledge of bilingual/cultural lifestyle
- Flexible work hours to interview families when they are available
- Ability to meet families outside of an office environment



Estimated Schedule of Procurement Activities

Action	Date
OSPI issues RFQQ	September 29, 2025
Question and Answer period	September 29, 2025- October 16, 2025
Pre-Bid Conference	October 13, 2025, at 10:00 a.m. PST
Last date to submit questions regarding RFQQ	October 16, 2025
Complaints due	October 16, 2025
OSPI posts the final Question and Answer Addendum or Amendment (if necessary)	October 20, 2025
Proposals due	October 23, 2025, at 3:00 p.m. PST
OSPI conducts an evaluation of written proposals	October 27-29, 2025
OSPI conducts oral interviews with finalists (if determined necessary by OSPI)	October 30-31, 2025
OSPI announces "Apparent Successful Bidder" and sends notification to unsuccessful Bidder(s)	November 3, 2025
OSPI conducts debriefing conferences (if requested)	As requested, per debriefing instructions
Contract negotiation begins	November 3, 2025
Anticipated contract start date	December 1, 2025





Questions?



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