Request for Proposals No. 2026-08 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. 2026-08, issued October 10, 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.

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1. **Question:** Question #1 – Is there a place to find out the racial demographics of students classified with IDD in Washington
   Answer: This information can be found on OSPI's Special Education Data Collection Summaries page.

2. **Question:** Question #2 – This question concerns who can sign documents:
   - C.3. LETTER OF SUBMITTAL says:
     - The Letter of Submittal shall include introductory remarks, contact information for the Bidder's point of contact for the proposal, and applicable certifications must be signed and dated by a person authorized to legally bind the Consultant to a contractual relationship, (e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship).
   - The language on the "CONTRACT INTAKE FORM says:
     - Contract Manager is the Contractor's person responsible for all communications and billings regarding the performance of the Contract/Agreement. Depending on your organization's structure, this may or may not be the same person who will sign the Contract/Agreement. This is NOT the OSPI Contract Manager or Contact person.
   - Can you please clarify who can/should sign:
     - Contract Intake Form
     - Exhibit A – Certifications and Assurances
     - Exhibit B – Qualification Affirmations

   Answer: All forms should signed and dated by a person authorized to legally bind the Consultant to a contractual relationship or make a commitment to this RFP on behalf of your organization (e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship).

3. **Question:** Question #3 – We want to make sure that we are clear about the focus of this work. Can you please confirm or clarify the following:
    - As it relates to the provision of technical assistance to districts - Our plan is to develop TA that supports the state overall, but specifically, options for all districts as well those who reach out for direct support. Is this accurate?

   Answer: This is an appropriate plan for a proposal.

4. **Question:** The RFP references a "system-level strengths and needs assessment" but does not include it as a deliverable. Could OSPI please clarify whether the contractor is expected to conduct a new needs assessment or leverage existing data and analyses?
   Answer: Contractors are expected to engage in data analysis that is decided on by both the network and to assess the impact of their work. There are existing tools that can be used, and additional tools that may be developed or elevated by the network. There are specific data that all network partners are expected to complete to demonstrate impact. These processes have been developed by the design team.

5. **Question:** Can you clarify whether the scope of work includes providing technical assistance directly to schools and/or districts? If so, approximately how many schools or districts are anticipated to receive support?
   Answer: Organizations are expected to provide technical assistance directly to schools and/or districts. Approximately 25 districts have been identified to engage in the Network. That said, vendors can engage with any school or district, these are just the districts that are receiving state funds to engage with the network.

6. **Question:** The contract period seems to extend through October, yet the state fiscal year ends 6/30. Is that correct? If so, are there any significant deliverable deadlines or a particular distribution of work that the potential bidders should be aware of?
   Answer: OSPI will cover payments after June 30 (FY26) with a FY27 fund source.

7. **Question:** If a partner joins in February, what will the network meeting cadence be? Will there still be a break for summer?
   Answer: There will likely be a pause on network meetings facilitated by the design team over the summer, but the organizations can continue to collaborate and meet and work together.

8. **Question:** The current OSPI IPTN website lists network partners, but not all have received a continuation of their contracts. Which partners have received a continuation of their contracts?
   Answer: We cannot answer questions in this Q & A that are not specifically about this RFP.

9. **Question:** What is the average amount of that continuation?
   Answer: We cannot answer questions in this Q & A that are not specifically about this RFP.

10. **Question:** What are some examples of projects or deliverables that those partners will be doing during the continuation of their contracts?
    Answer: We cannot answer questions in this Q & A that are not specifically about this RFP.

11. **Question:** Can OSPI share Attachment A1, Federal Grant Terms and Conditions, as detailed in III.A.4. Funding Source of Exhibit C of the RFP?
    Answer: This is a state-funded project, so the Federal Grant Terms and Conditions do not apply to this procurement or the resulting contract. Attachment A1 is referenced in the sample contract in error.

12. **Question:** As a for-profit organization with a NICRA from a cognizant agency, are we able to submit using indirect rates established by our NICRA even if higher than the 10% cap?
    Answer: No, OSPI's current policy only allows for 10% cap.

13. **Question:** Would a successful bid focus on just some of the deliverables listed starting on p. 12 of the RFP or all of them?
    Answer: The awarded contractor will need to provide all deliverables described in the RFP.

14. **Question:** We have gone with the assumption that we need to demonstrate completion of every deliverable mentioned in the RFP but we have heard from some who attended the Q & A session that this may not be the case.
    Answer: The awarded contractor will need to provide all deliverables described in the RFP.

15. **Question:** Could you please confirm which attachments, addendums, or supplemental documents are required for the submission?
    Answer: All required pieces of the proposal are listed in Exhibit I – Proposal Checklist, on page 78 of the RFP.

16. **Question:** If I understand correctly, there is no available recording or transcript of the pre bid conference? Is that typical?
    Answer: A written Q&A of all the questions asked and answers provided will be posted by November 7. We typically do not publicly post a full recording.

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