

Request for Proposals No. 2026-19

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, which was held on February 17, 2026.

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:** Can you explain what the process looks like for site monitoring?
Answer: Site monitoring is a standard procedure, as outlined in the forms provided. The work will need to be completed during the summer months when site monitoring is required according to programmatic requirements when sites are operating.
- Question:** Can you provide what the commitment level is for site monitoring?
Answer: The site monitoring will need to be provided during the meal service you will be monitoring and travelling to sites.
- Question:** What are the number of sites?
Answer: The number of sites is currently unknown, as we are opening applications for Summer 2026 on March 1st. OSPI estimates potentially 30 sites across the state.
- Question:** Can I specify counties?
Answer: Yes
- Question:** I am submitting an RFP for my individual business, but I am also a per diem employee at Highline Public Schools, is that a conflict?
Answer: OSPI has determined that this scenario constitutes a conflict of interest. If an individual is employed by a sponsor that operates Child Nutrition Programs (CNP), their service as an SFSP site review contractor could create a real or perceived conflict. As a result, individuals employed by CNP sponsors are not eligible to apply under this RFP. Applicants should review the conflict of interest provisions carefully prior to submission.



6. **Question:** I work with a team of 9-10 people would other members of my team be able to attend required trainings on my behalf.

Answer: Yes, the contract covers multiple people; we just need to ensure everyone is fully trained on the program requirements.

7. **Question:** Is there anything unique about doing food service reviews for your program any specific processes to mention?

Answer: Yes, the most important part to note is that this is for the summer meals or more specifically Summer Food Service Program.

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