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**RFP 21-04**  
**Cyber Security Awareness Training**  
**Addendum 2**

July 28, 2021

The following corrections, questions, and clarifications are provided concerning WSIPC 21-04 Cyber Security Awareness Training. Paraphrasing of the relevant questions posed to the WSIPC RFP Bid Contracts Administrator have been included as appropriate.

**QUESTIONS AND CLARIFICATIONS:**

**Q1** – In Appendix C, Section C2 “Organizational Experience”; does the amount of \$500,000 have to be specifically in Security Awareness Training revenue, or can it be from all services offered as long as it is from “educational customers”?

**A1** – WSIPC is looking for experience specific to Security Awareness Training. Proposer may list the threshold amounts for other product offerings for WSIPC’s consideration.

**Q2** – In Appendix C, Section C2, the \$500,000.00 is stated to come from “Education Customers” only, where in the RFP Section 3.3.2, the \$500,000.00 is listed as coming from “educational and public sector customers.” Please clarify which is the correct source of sales.

**A2** – The \$500,000 can come from both educational and public sector customers.

**Q3** – In Appendix C, Section C2 “Organizational Experience”; what type of evidence is WSIPC requiring to prove \$500,000.00 in sales?

**A3** – WSIPC has no format requirements for submittal of evidence of sales. Proposer determines which method or documentation is to be used. For example, some Proposers submit letters from the existing CEO, CPA, etc.

**Q4** – With the very limited time window left between the inquiry’s deadline being the end of day Friday, August 6, 2021 and the proposal deadline of 3PM PT on Monday, August 9th, will WSIPC consider a new due date for vendor proposals?

**A4** – No, proposal is due no later than 3PM PT on Monday August 9, 2021.



**Q5** – Please clarify: in addition to submitting proposals to the provided email address in section 2.7, does WSIPC want us to also mail a physical copy of the proposal to the physical address provided in section 2.7 by the proposal due date?

**A5** – Section 2.7 requires proposal responses to be submitted via email, in a zip or compressed format, containing an electronic version of all RFP proposal documents. The physical address is listed for those Proposers who also want to submit a hard copy. A hard copy is not required.

**Q6** – Example locations of the phrase “products and/or services” can be found in Appendix C, Sections C2 and C5. When the phrase “products and/or services” is used in the RFP, is WSIPC speaking in general terms that our business provides or specifically for the solution we are proposing?

**A6** – Specifically, based on the requirements outlined in the RFP, specific to Cyber Security Awareness Training.

**Q7** – Please clarify what your expectations are in regard to Section 2.18 Prevailing Wage as this RFP’s Scope of Work is not traditionally considered a Public Works Contract.

**A7** – Section 2.18 Prevailing Wage would only be applicable to physical installation services that fall under the LNI category of “electronic technicians”.

**Q8** – Appendix C, Section C13 states “ The Proposer’s RFP response must state the Vendor’s 2020 sales volume within the category established in this RFP.” Is the category established in the RFP Security Awareness Training, or Cybersecurity in general?

**A8** – Cyber Security Awareness Training

**Q9** – Some of the answers are vital to us determining whether or not we can pursue this opportunity. What is WSIPC’s process for retracting an intent to bid after July 26th if we can no longer bid?

**A9** – In Section 2.7 of the Solicitation document, it states:

WSIPC is a public entity, so all proposals are subject to public disclosure. WSIPC reserves the right to reject any or all proposals, and to waive any informalities or irregularities in the proposal or the process. No proposal may be withdrawn within 90 days of the date proposals are opened.

WSIPC would request a formal letter from the Proposer which includes justification for retraction.