



# WSIPC RFP 23-01 Contract Lifecycle Management Solutions

## RFP Addendum 2

July 20, 2023

The following corrections, questions, and clarifications are provided concerning WSIPC RFP 23-01 Contract Lifecycle Management Solutions. Paraphrasing of the relevant questions posed to the WSIPC RFP Contract Administrator have been included as appropriate.

### QUESTIONS AND CLARIFICATIONS:

- Q1** – Can WSIPC confirm that the Excel document mentioned here is "Appendix E - Vendor Cost Proposal"? If not, please share the Excel document.
- A1** – Yes, and the document can be found on the website at the following link:  
[RFP 23-02 Appendix E - Vendor Cost Proposal Pricing Form](#) (Excel Doc Download)
- Q2** – Can WSIPC provide the number of K-12 Schools that will be included in this requirement? Is this opportunity or engagement limited to Washington districts or any other districts are also included?
- A2** – There is no required number of schools. No, it is not limited to Washington. The awarded Proposers contract may used across the United States in accordance with RCW 39.34.030 Joint powers—Agreements for joint or cooperative action, requisites, effect on responsibilities of component agencies—Joint utilization of architectural or engineering services—Financing of joint projects. The Contracts are available for use by educational, public and tribal entities with an active Interlocal Agreement with WSIPC.
- Q3** – Is WSIPC expecting vendors to provide detailed specification sheets/factsheets of the product for CLM? Please confirm.
- A3** – The vendor should respond to the question with detail on ‘access to operational, instructional, and/or specification sheets.’
- Q4** – How do you currently manage the workflows? What workflows are currently being followed?
- A4** – WSIPC is not the intended end customer. This question would be posed to a potential customer.

- Q5** – Can WSIPC provide the list of reports applicable to other K12 organizations?  
**A5** – WSIPC is not the intended end customer. This question would be posed to a potential customer.
- Q6** – What are the file formats that are currently being leveraged today by the K12 schools?  
**A6** – Proposer should specify which file formats their solution is available.
- Q7** – Can WSIPC elaborate on how many templates are currently being leveraged?  
**A7** – WSIPC is not the intended end customer. This question would be posed to a potential customer.
- Q8** – Can WSIPC please elaborate on how the scanned invoices are currently being managed?  
**A8** – WSIPC is not the intended end customer. This question would be posed to a potential customer.
- Q9** – Will this integration apply to all the K12 districts? Should we assume that integration will be applicable?  
**A9** – The WSIPC purchasing contracts are available for use by any educational entity or public agency with an active Interlocal Agreement with WSIPC in the United States. Proposer should specify available integrations.
- Q10** – **a)** Some of our information that will be included in our response, such as pricing details, is confidential. Are we able to mark some documents as confidential and have them exempt from public information requests?  
**A10** – **a)** Yes, you can mark them CONFIDENTIAL; however, under RCW 42.56.100 Protection of public records—Public access, WSIPC as a Political Subdivision of WA State, also as a Public Agency must respond to Public Records Requests. WSIPC does not post Awarded Proposals on the website and Awarded Proposals are only released to the end customer that is doing business with the awarded vendor.
- b)** Or can we provide redacted versions for use if requested as public information?  
**B)** Yes
- Q11** – Could WSIPC confirm the expectations of the contract award?  
**A11** – Please refer to Section 1.4 PURPOSE OF REQUEST FOR PROPOSAL (RFP) in the RFP 23-01 Solicitation document.
- Q12** – Is WSIPC looking to purchase a software solution or is this award to be added to the cooperative agreement?  
**A12** – WSIPC is not currently looking to purchase the software. Yes, WSIPC is soliciting the contract on behalf of our educational Cooperative users, and can include public and tribal entities. WSIPC is not the intended end customer.