

ADDENDUM 3
Issued February 4, 2019
To the
State of Washington
Office of Financial Management
One Washington
Organizational Change Management Service
OFM 18-2000

QUESTIONS AND ANSWERS

The following questions have been received about this competitive procurement:

1. Whether companies from Outside USA can apply for this?
(like, from India or Canada)

This procurement is open to all vendors who meet the requirements stated in the competitive procurement document.

2. Whether we need to come over there for meetings?

See section 3.2 State Expectations of OCM Services Firm Staffing (M). It is expected that OCM Services Consultants will be collocated onsite in Olympia with the One Washington program team for a minimum of four (4) full Business Days per week during core business hours.

3. Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)

See section 3.2 State Expectations of OCM Services Firm Staffing (M). It is expected that OCM Services Consultants will be collocated onsite in Olympia with the One Washington program team for a minimum of four (4) full Business Days per week during core business hours.

4. Can we submit the proposals via email?

See section 2.25 Format of Proposals and Proposal Contents (M) for instructions on how to submit proposals.

5. We are interested to participate in Pre-bid conference for the “solicitation/18-2000 Organizational Change Management for One Washington Program”. Date: February 5, 2019 3:00p.m. to 4:30 p.m. local time, Olympia, WA

- a. We would like to know, if we can attend meeting via conference call?

Yes –Information was published in Addendum 2 on January 30, 2019

- b. Request you to provide dial in number & access code.

Information was published in Addendum 2 on January 30, 2019.

6. On page 9 and 10 it states: “The following content provides additional information on the anticipated work streams outlined in the One Washington program schedule in order of relevance to the OCM Services.” One of the work streams is the procurement for SAAS plus. Are there any concerns with a potential conflict if the vendor is the same for the OCM and the SaaS implementation?

No. One Washington Program management believes it is in the state’s best interest to support the broadest possible participation from qualified vendors. The OCM practitioners will not be making decisions about the requirements for future work therefore we do not anticipate any conflict.

7. Appendix H – Submittal Checklist: the checklist includes a line item for 2.1 Competitive Procurement Coordinator, Section 2.2, Schedule of Procurement Activities, and Section 2.15 Holdback, appear to not require a response, but there is a column to check that these were submitted with the proposal. Should vendors include these individual Sections in their proposal response and merely acknowledge that we have read and understand these Sections?

Yes, include these sections in your response. Also see Section 2.25 Format of Proposals and Proposal Contents (M) which includes instructions on how to respond to Mandatory (M) items.

8. Would an awarded prime or subcontractor on this project be precluded from bidding on subsequent work on the One Washington Project?

No. One Washington Program management believes it is in the state’s best interest to support the broadest possible participation from qualified vendors. The OCM practitioners will not be making decisions about the requirements for future work therefore we do not anticipate any conflict.

9. Section 2.23 Insurance

This section sets forth the insurance requirements, which is also stated in Appendix B - Sample Contract (Section 47). The requirements include Crime Coverage with “coverage of not less than \$35 million in the aggregate,” which appears to be inconsistent with the other policy amounts required by the State. Please confirm the aggregate amount of Crime Coverage that Bidder is required to maintain during the term of the contract.

We are working with WA Risk Management to answer this question.

10. Is the selected OCM vendor precluded from bidding on other components of the One Washington program, e.g. IV&V, Strategic Advisory Services or System Integration?

No. One Washington Program management believes it is in the state’s best interest to support the broadest possible participation from qualified vendors. The OCM practitioners will not be making decisions about the requirements for future work therefore we do not anticipate any conflict.

11. The overall One Washington timeline extends from FY19 through FY26. Will the OCM work also extend through this time frame?

The OCM work is foundational to the success of the One Washington Program goals. The contract is structured to support the Program through FY26 in increments consistent with One Washington ongoing business needs and the legislative funding cycles.

12. Simultaneous modernization and transformation is new to One Washington. Are the people and other organizations aware of this combined objective?

Yes. The One Washington Program has established a statewide governance structure designed to: a) provide effective oversight and b) create awareness of the coming business transformation and systems change. Governance boards (at multiple levels) include state agencies, programs that answer to the Legislature, and other bodies. In addition, One Washington has been working closely with agency partners in the impacted business areas (finance, procurement, etc.) and with technical partners to develop business requirements. That said, the work to be done to create awareness of the change, a desire to change, knowledge of what is changing, acceptance and reinforcement of the change on both the business and IT sides of the house is large. The scope of this business transformation cannot be understated.

13. Cloud based platforms are relatively new to state government. What is the current state of policies that will likely effect this work?

Related to security and best practices for state-government-entity information technology (IT), the state's Office of the Chief Information Officer (OCIO) promulgates policy. As an example, OCIO policy 141.10 is used for all state-government-entity IT design reviews. One Washington already works closely with the OCIO to be in compliance with current policy.

END OF QUESTIONS