

STATE OF WASHINGTON
OFFICE OF THE SECRETARY OF STATE
LEGAL NOTICE

**RFQQ 16-11 QA for Corporations and Charities System Development
Amendment 2: Questions & Answers**

The following questions were received during the allotted question and answer period for this solicitation.

Q1. How many hours or days per week does OSOS anticipate or expect the QA consultant to be on-site in Olympia?

A1. The QA contractor must be on-site as needed. The number of days or hours the contractor will be on site may vary depending upon workload. Vendor responses to RFQQ 16-11 should identify estimated/proposed time requirements and other assumptions used for determining costs.

Q2. How frequently does OSOS expect periodic QA reports?

A2. The QA contractor must meet the minimum OCIO Standards for Project Quality Assurance Activities as defined by Standard 132.30. Vendor responses to RFQQ 16-11 should identify estimated/proposed report requirements and other assumptions used for determining costs.

Q3. How many regularly scheduled meetings does OSOS anticipate per week?

A3. The QA contractor must meet the minimum OCIO Standards for Project Quality Assurance Activities as defined by Standard 132.30. Vendor responses to RFQQ 16-11 should identify estimated/proposed meeting requirements and other assumptions used for determining costs.

Q4. How many hours does OSOS anticipate requiring per week for ongoing consultative support and other identified services?

A4. The QA contractor must meet the minimum OCIO Standards for Project Quality Assurance Activities as defined by Standard 132.30. Vendor responses to RFQQ 16-11 should identify estimated/proposed time requirements and other assumptions used for determining costs.

Q5. Will OSOS identify the total budget for this project?

A5. Please refer to the Project Description in Section 3 of RFQQ 16-11.

Q6. Will OSOS identify its total estimated budget for QA services for this project?

A6. The amount budgeted for QA services will depend upon vendor responses to RFQQ 16-11. Vendor responses to RFQQ 16-11 should identify estimated cost requirements and assumptions used for determining costs.

Q7. What are the attributes of this project, specifically in terms of size, scope and complexity, so we can clearly demonstrate our experience with comparable projects?

A7. Please refer to the Project Description in Section 3 of RFQQ 16-11.