

**STATE OF WASHINGTON
OFFICE OF THE SECRETARY OF STATE
ELECTIONS DIVISION**

**RFQQ 25-05
ELECTIONS RESULTS REPORTING
AMENDMENT NO. 1
(April 7, 2025)**

SUMMARY

This Amendment No. 1 to RFQQ 25-05 clarifies the budgeted amount for this solicitation. The Cost Proposal language in Section 3 – Proposal Contents of the originally posted solicitation documentation contained an erroneous reference to the total budgeted amount. The new Cost Proposal section below supersedes and replaces in its entirety the old Cost Proposal section.

Specifically, the previous Cost Proposal section stated that the total cost could not exceed \$150,000 annually or \$600,000 over the contract term. This was incorrect. The correct total budgeted amount for the five-year contract is Seven Hundred Fifty Thousand Dollars (\$750,000.00), with a maximum budgeted amount of One Hundred Fifty Thousand Dollars (\$150,000.00) per year.

This Amendment No. 1 aligns the solicitation documentation with the budget information entered in WEBS at the time of posting this solicitation, which was noticed to vendors via the notice of opportunity sent to vendors by WEBS.

3. PROPOSAL CONTENTS

☐ **COST PROPOSAL**

No form is provided for this submittal. Identify all costs, including expenses to be charged for performing the services necessary to accomplish the objectives of the contract. The Contractor must submit a fully detailed budget for the contract term, including staff costs, applicable hourly rates, and any expenses necessary to accomplish the objectives under the contract. **The total cost cannot exceed One Hundred Fifty Thousand Dollars (\$150,000.00) per year, with a total maximum of Seven Hundred Fifty Thousand Dollars (\$750,000.00) for the five-year term.** Contractors are required to collect and pay Washington state sales tax, if applicable. Costs for subcontractors must be broken out separately.

Submit to the RFQQ Coordinator using the following file naming convention:
ContractorName_COST.pdf.

(SCORED – Up to a maximum of 50 points).