

NOTICE OF BID OPPORTUNITY

Competitive Solicitation 25RQ191

CONVENIENCE CONTRACT FOR CONSULTATION SERVICES

COMPETITIVE SOLICITATION POSTING: January 19, 2024

DEADLINE FOR SUBMITTING BIDS: March 4, 2024

Find the full solicitation on [Washington's Electronic Business Solution \(WEBS\)](#). Vendors not registered in WEBS will not receive updates or amendments to the solicitation, which could disadvantage your bid.

Pre-bid conference: February 2, 2024, 10:00am Pacific Time

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 247 389 927 592

Passcode: aqkWWU

Or call in (audio only)

[\(833\) 322-1218,,388265879#](#) United States (Toll-free)

Phone Conference ID: 388 265 879#

Contract location: Statewide

Contract description: The Washington Student Achievement Council (WSAC) is issuing this Competitive Solicitation pursuant to RCW 39.26. Pursuant to this Competitive Solicitation, WSAC intends to conduct a competitive procurement to award an Agency Convenience Contract(s) for general consultation needs agencywide.

WSAC is a cabinet level agency working to raise educational attainment through strategic engagement, program management, and partnerships. Within the agency, WSAC leads on strategic policy development, research, and evaluation. WSAC administers several programs such as WA Grant, Regional Challenge Grant, college savings (WA529) programs, GEAR UP, and College Bound and other access Initiatives. WSAC also serves the state with consumer protection duties and as an approval agency for veterans' education and training. Periodically, these programs need short term consulting assistance and guidance on a variety of topics, including, but not limited to, strategic planning and goal development, board meeting facilitation, community outreach and partnership development, data analysis, market research, and focus group facilitation.

WSAC requires additional expertise in many of these areas, and many of these tasks are limited in scope and duration. It is also anticipated that the types of consultation necessary through the divisions will



vary over time. It is important that WSAC is able to act quickly when working on certain types of projects, so having a roster of various types of consultants will allow us to move faster with specific projects.

Commodity codes:

918-38-Education and Training Consulting,
918-75-Management Consulting,
918-83-Organizational Development Consulting
918-20-Business Consulting (small)
918-32-Consulting Services (not otherwise classified)
918-49-Finance/Economics Consulting
918-58-Governmental Consulting

Preference/priority points:

- Washington small businesses – 50 points
- Veteran-owned businesses – 25 points
- Executive Order 18-03 – 25 points

Solicitation documents: Solicitation documents, contacts and bid instructions are available in WEBS:
<https://pr-webs-vendor.des.wa.gov/>.

Question-and-answer period: January 19, 2024, to February 23, 2024. Submit questions or concerns about this solicitation in writing to the Procurement Coordinator: Mark Vessey,
RFPCoordinator@wsac.wa.gov