DATE: February 26, 2024

TO: All Responding Vendors

FROM: Michael Callahan, RFQQ Coordinator

SUBJECT: Amendment #3 to 24-RFQQ-003 – *User Experience Consulting Services*

**Summary:**

The purpose of this amendment is to 1) revise the RFQQ schedule. **Vendors are encouraged to see the amended RFQQ released with this amendment and posted on CTS’ website at:** [**Procurement Announcements | WaTech**](https://watech.wa.gov/about/procurement-announcements). The RFQQ is amended as follows:

# 2. SCHEDULE

This RFQQ is being issued under the following Schedule. The Response deadlines are mandatory and non-negotiable. Failure to meet any of the required deadlines will result in disqualification from participation. All times are local Olympia time.

|  |  |
| --- | --- |
| **Acquisition Schedule** | **Dates** |
|  |  |
| RFQQ Issued | January 19, 2024 |
| Final Vendor Questions and Comments due | January 26, 2024 **by 12:00pm (noon)** |
| State’s Final Written Answers issued | January 29, 2024 |
| Vendor Responses due | February 5, 2024 **by 12:00pm (noon)** |
| Initial Evaluation Period | ~~February 6-9, 2024~~February 6-16, 2024 |
| Vendor Interviews (optional) | ~~February 13-14, 2024~~February 20-21, 2024 |
| Final Evaluation Period | ~~February 15-16, 2024~~February 22-23, 2024 |
| Announcement of ASV | ~~February 19, 2024February 26, 2024~~February 28, 2024 |
| Vendor Request for Optional Debriefing due | ~~February 20, 2024February 27, 2024~~February 29, 2024 |
| Optional Vendor Debriefings | ~~February 21-22, 2024February 28-29, 2024~~March 1 and 4, 2024 |
| Contracts Executed | ~~March 1, 2024~~March 8, 2024 |

***CTS reserves the right to revise the above schedule.***