



REQUEST FOR STATEMENTS of QUALIFICATIONS No. 24-051

Freedom of Information and Privacy Consulting Services

Addendum 1

Issued: November 18, 2024

Closing Date & Time: on or before 3:00 PM Pacific Time on November 25, 2024

Questions & Answers

- Q1. Does the RDN currently work with a contractor or firm on any or all of the Scope of Work items?
A1. Yes.
- Q2. Within the Statements of Qualifications and the score out of 100, can the RDN provide any further breakdown on the split of potentially assigned points?
A2. Points are not going to be assigned to individual criteria. Each submission will be assigned one overall score out of 100.
- Q3. Once awarded, when ideally would the RDN like to start work with the winning responder?
A3. Q1 of 2025
- Q4. Does the RDN have any software, products, or services in place today that supports FOI requests?
A4. No.
- Q5. How many FOI requests does the RDN undertake in a given year?
A5. 50 – 60 annually.
- Q6. Beyond the intake form on the RDN website, and the process outlined on the website, are there any other steps in the FOI process we should be aware of?
A6. Not at this time.
- Q7. What are the major challenges or issues with the FOI process today?
A7. The RDN is not prepared to share this information at this time. This would be part of the discussion with the highest ranked proponent. Proponents should focus on submitting their responses to the 3 bullet points in Section D - Statement of Qualifications and Evaluation of the RFSQ.

- Q8. Is the RDN exclusively interested in support and team augmentation for processing FOI requests, developing policies, best practices and training? Or is there also an interest for products and services that empower the RDN team to continue operating FOI processes with increased confidence and efficiency?
- A8. Please refer to Section C - Contemplated Scope of Work and Timeline of the RFSQ.

End of Addendum 1