

# CalSAWS QA Services RFP #01-2025 Best and Final Offer Instructions

May 11, 2026

The CalSAWS Consortium hereby releases instructions for the CalSAWS Quality Assurance (QA) Services RFP #01-2025 Best and Final Offer (BAFO). The Consortium has concluded the following evaluation steps for each Bidder:

- Business and Price Proposal Evaluations
- Oral Presentations and Key Staff Interviews
- Contract Exceptions Discussions
- Confidential Discussions

The next step in the evaluation process is the BAFO. This BAFO includes the following:

- Price Proposal Schedule updates
- RFP updates to Sections 1.11 Procurement Timeline and 6.3.4 Volume 2 – Price Proposal
- Revisions to the QA Services Agreement based on the Contract Exceptions Discussions held on April 14, 2026 and April 15, 2026

### Submission Instructions

Bidders are advised to carefully review, and are required to follow, the BAFO submission instructions described herein. Bidders who fail to respond in accordance with the required content and timeframes will no longer have their proposal considered by the Consortium for purposes of the final Contract award.

Bidders may upload their submissions to OTSI's SharePoint site using credentials as previously issued. The Procurement Team will provide a folder link to each Bidder for uploading files. Please test credentials and report any access issues to the Procurement Team at [ProcurementTeam@CalSAWS.org](mailto:ProcurementTeam@CalSAWS.org) by Thursday, May 28, 2026, close of business for follow-up.

### BAFO Key Action Dates

BAFO Key Action Dates are listed in the following table. Deadlines for all items are no later than 3:00 PM, Pacific Time (PT).

BEST AND FINAL OFFER KEY ACTION DATES	
ACTION	DATE
Release BAFO Instructions	Monday, May 11, 2026

BEST AND FINAL OFFER KEY ACTION DATES	
ACTION	DATE
Release RFP Addendum 5, Price Schedules and Revised Agreement	Monday, May 11, 2026
BAFO Responses Due from Bidders	Monday, June 1, 2026

## BAFO Content

This BAFO is comprised of the following RFP documents:

- RFP Addendum 5 05112026
- Attachment 5 – Price Proposal Schedules 05112026 BAFO
- Attachment 6 – QA Services Agreement 05112026

RFP Attachment 5 – Price Proposal Schedules has been revised as follows:

- Schedule 2 – Deliverables: Initial submission, invoice and payment months have been included to align with the dates specified in Attachment 3 – Deliverable Inventory.
- Schedules 3 and 5: An annual hourly subtotal table has been added for Key Staff.
- Schedule 9 – Other: Modified to separately delineate automated test tools and the inclusion of required AWS IaaS resources needed to support the proposed automated test tool.

## Volume 2 – BAFO Response

In response to this BAFO, Bidders must submit an updated version of Attachment 5 – Price Proposal Schedules using the provided template.

Vendors are directed to bid to the hours defined in the RFP and ensure that the ability to deliver the required scope of work and all requirements is not negatively impacted by any reduction in hours.

Based on the Agreement revisions resulting from the Contract Exceptions Discussions on April 14, 2026 and April 15, 2026, the Consortium expects Bidders to reflect their reduced risk in their BAFO Price Proposals.

## Volume 3 – Redacted Proposals

As applicable, Bidders are also instructed to submit correctly redacted Proposals per the direction provided by CalSAWS Legal Counsel during the Contract Exceptions Discussions.

## BAFO Scoring

RFP Sections 8.3 Proposal Evaluation Methodology and 8.7 Evaluation of Final Proposals will be applied to the BAFO evaluation and scoring process.